



Newmarket Public Library Board

Minutes

Date: Wednesday, April 19, 2023
Time: 5:30 PM
Location: Newmarket Public Library Boardroom
Newmarket Public Library
438 Park Avenue
Newmarket ON L3Y 1W1

Members Present: Kelly Broome
Darryl Gray
Trevor Morrison
Neila Poscente
Beth Stevenson
Victor Woodhouse

Members Absent: Rex Taylor

Staff Present: Tracy Munusami, CEO
Biagio Rachiele, Supervisor, Customer Experience
Lianne Bond, Administrative Coordinator

Guests: Lynn Georgeff, Human Resources Consultant, Town of Newmarket

1. Call to Order

The CEO called the meeting to order at 5:35 pm

2. Welcome

The CEO welcomed the newly appointment Library Board members and Board members introduced themselves to the new members.

3. Appointment of Library Board Officers

In accordance with the Public Libraries Act RSO 1990, The Chair conducted the elections of the Chair and Vice Chair of the Board. The CEO called for the nomination of Library Board Chair and Vice Chair.

Motion 23-04-001

Moved by Kelly Broome

Seconded by Victor Woodhouse

That Darryl Gray is appointed to the position of Chair for Newmarket Public Library Board.

Carried

Motion 23-04-002

Moved by Victor Woodhouse

Seconded by Darryl Gray

That Kelly Broome is appointed to the position of Vice-Chair for Newmarket Public Library Board.

Carried

4. Adoption of Agenda Items

4.1 Adoption of the Regular Agenda

4.2 Adoption of the Closed Session Agenda

4.3 Adoption of the Consent Agenda Items

One item was added to the agenda under Business Arising.

Motion 23-04-03

Moved by Trevor Morrison

Seconded by Victor Woodhouse

That items 4.1 to 4.3 be adopted as amended.

Carried

5. Declarations

There were no declarations.

6. Consent Agenda Items

6.1 Adoption of the Regular Board meeting minutes for Wednesday, February 15, 2023

6.2 Strategic Operations Report for February and March

Motion 23-04-004

Moved by Kelly Broome

Seconded by Victor Woodhouse

That items 6.1 to 6.2 be approved and adopted as presented.

Carried

7. Business Arising

7.1 HVAC Replacement

The Library Board has received an extension to Federal Development grant funding that can be applied to the replacement cost of one of the major mass handling units that is in need of replacing. The funding covers 75 percent of the cost of the unit. The estimated cost for the replacement is approximately \$50,000, leaving the balance to be funded from the Library's Capital Needs fund.

Motion 23-04-005

Moved by Beth Stevenson

Seconded by Kelly Broome

That the Library receipt the report for information;

And That the Library Board authorize the use of funds from the Capital Needs account in the amount of up to \$20,000 towards the replacement cost of one of the major mass air handling units.

Carried

8. New Business

8.1 Library Board member Orientation

The CEO gave an overview of the Library's, Strategic Plan, Operational Goals for 2023, new branding and the Board role and expectations. A

more detailed orientation package has been prepared and will be sent out to Library Board members.

Motion 23-04-06

Moved by Kelly Broome

Seconded by Trevor Morrison

That the Library Board receive the Board Member Orientation presentation.

Carried

9. Closed Session

9.1 Labour Relations

Motion 23-04-07

Moved by Victor Woodhouse

Seconded by Kelly Broome

That the Library move into Closed Session at 5:55 pm for matters pertaining to labour relations or employee negotiations.

Carried

Motion 23-04-08

Moved by Kelly Broome

Seconded by Victor Woodhouse

That the Library move out of Closed Session at 6:25 pm.

Carried

Motions Arising from Closed Session

Motion 23-04-09

Moved by Kelly Broome

Seconded by Trevor Morrison

That the Library receive the reports pertaining to labour relations and employee negotiations;

And That the Library Board endorses the directions presented.

Carried

10. Dates of Future Meetings

10.1 The next regular Library Board meeting is scheduled for Wednesday, May 17, 2023 at 5:30 pm in the Library Board room.

11. Adjournment

Motion 23-04-10

That there being no further business the meeting adjourn at 7:20 pm

Darryl Gray, Chair

Tracy Munusami, Secretary/Treasurer