



**Newmarket Public Library Board  
Regular Board Meeting  
Wednesday, April 20, 2016  
Newmarket Public Library Board Room**

**Present:** Joan Stonehocker – Chair  
Tom Vegh – Vice Chair  
Tara Brown  
Kelly Broome-Plumley  
Darcy McNeill  
Venkatesh Rajaraman  
Joe Sponga (left at 6:30 pm)

**Staff Present:** Todd Kyle, CEO  
Linda Peppiatt, Deputy CEO  
Lianne Bond, Administrative Coordinator

**The Library Board Chair called the meeting to order at 5:35 pm**

**Adoption of Agenda Items**

1. Adoption of Regular Agenda
2. Adoption of the Closed Session Agenda
3. Adoption of Consent Agenda items

The Chair asked if there were any additions to the agenda.

**Motion 16.04.108**

**Moved by Kelly Broome-Plumley**

**Seconded by Joe Sponga**

**That** Agendas 1) to 3) be adopted as presented

**Carried**

**Declarations**

None were declared.

**Consent Agenda Items:**

4. Adoption of the Regular Board Meeting Minutes for Wednesday, March 16, 2016
5. Adoption of the Closed Session Meeting Minutes for Wednesday, March 16, 2016
6. Strategic Operations Report for March, 2016
7. Library Statistical Data for March, 2016
8. Monthly Bank Transfer

**Motion 16.04.109**

**Moved by Tara Brown**

**Seconded by Kelly Broome-Plumley**

**That** Consent Agenda Items 4) to 8) be received and approved as presented.

**Carried**

**9. Motion to Convene into a Closed Session**

There were no closed session items.

**Policy**

**10. Fundraising Policy**

The CEO reviewed with the Library Board the draft Fundraising Policy. The Board asked for additional wording regarding issuing of income tax receipts.

**Motion 16.04.110**

**Moved by Tom Vegh**

**Seconded by Tara Brown**

**That** the Library Board approved the Fundraising Policy as amended.

**Carried**

**Reports**

**11. First Quarter Financial Statements**

First Quarter Financial Statements indicated the Library is on target in 2016 for both expenditures and revenue.

**Motion 16.04.111**

**Moved by Joe Sponga**

**Seconded by Darcy McNeill**

**That** the Library Board receive the First Quarter Financial Statements as presented.

**Carried**

**12. Strategic Implementation Fund**

A report on the Strategic Implementation Fund to revise the budget and plan for the fund was reviewed by the Library Board.

**Motion 16.04.111**

**Moved by Tara Brown**

**Seconded by Kelly Broome-Plumley**

**That** the Library Board approved the revised budget and plan for the Strategic Plan Implementation Fund as presented.

**Carried**

**Business Arising**

**13. Library Board Action List**

The Library Board reviewed the Action List. The Board confirmed that election of a Vice-Chair as per Item number 9-15 of the Library Board Actions List will be held at the May 18, 2016 Regular Board meeting.

**Motion 16.04.112**

**Moved by Darcy McNeill**

**Seconded by Venkatesh Rajaraman**

**That** the Library Board receive the Action List as presented.

**Carried**

**14. Joint Newmarket Public Library/Town of Newmarket Council Workshop**

It was requested that the Joint Newmarket Public Library/Town of Newmarket Council Workshop be scheduled prior to an upcoming Town of Newmarket Council meeting scheduled in the second quarter.

**New Business**

**15. Code of Conduct – Media Interest**

The CEO provided a verbal report on the media interest involving the Library. The CEO will contact local social services agencies for further assistance regarding this matter.

**Date(s) of Future Meetings**

**16.** The next regular Library Board meeting will be Wednesday, May 18, 2016 at 5:30 pm in the Library Board room.

**Adjournment**

**Motion 16.04.113**

**Moved by Venkatesh Rajaraman**

**Seconded by Tara Brown**

**That** there being no further business meeting adjourned at 7:00 pm.

**Carried**

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Joan Stonehocker  
Chair

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Todd Kyle, CEO  
Secretary/Treasurer