



# Newmarket Public Library Board

## Minutes

Date: Wednesday, September 27, 2023  
Time: 5:30 PM  
Location: Newmarket Public Library Boardroom  
Newmarket Public Library  
438 Park Avenue  
Newmarket ON L3Y 1W1

Members Present: Darryl Gray, Chair  
Kelly Broome, Vice Chair  
Victor Woodhouse  
Councillor Morrison  
Beth Stevenson  
Rex Taylor

Members Absent: Neila Poscente

Staff Present: Tracy Munusami, CEO  
Lianne Bond, Administrative Coordinator

Guests: Kathryn Richardson, Unit Chair, CUPE Local 905 (left at 5:45 pm)  
Lynn Georgeff, Human Resources Consultant, Town of Newmarket  
Jennifer Leveridge, Manager, Library Services

### 1. Call to Order

The Chair called the meeting to order at 5:30 pm.

### 2. Adoption of Agenda Items

2.1 Adoption of the Regular Agenda

2.2 Adoption of the Closed Session Agenda

2.3 Adoption of the Consent Agenda Items

**3. Declarations**

None were declared.

**4. Deputation - Kathryn Richardson, Unit Chair, CUPE Local 905**

The Unit Chair spoke to the Board about the impasse that has been reached in negotiations between the union and management regarding wages. The Unit Chair asked the Library Board to reconsider their position on wage increases as both sides are very close to reaching an agreement.

**Motion 23-09-31**

**Moved by** Victor Woodhouse

**Seconded by** Beth Stevenson

**That** the Library Board receive the deputation from the Unit Chair, CUPE Local 905.

**Carried**

**5. Presentation - Introduction to Library Collection**

The Manager, Library Services provided a short introduction to the Library Collections to share the ways that the Library collection is customer focused and responsive to the community. The Library has five aims to have a collection that is accessible, responsive, timely, attractive, relevant, inclusive and that are proactively promoted by Library staff.

**Motion 23-09-32**

**Moved by** Rex Taylor

**Seconded by** Beth Stevenson

**That** the Library Board receive the presentation on Introduction to Library Collection.

**Carried**

**6. Consent Agenda Items**

6.1 Adoption of the Regular Board meeting minutes for Wednesday, June 21, 2023

- 6.2 Adoption of the Special Board meeting minutes for Thursday, July 27, 2023
- 6.3 Summer 2023 Strategic Operations Report
- 6.4 Second Quarter Financial Statements for 2023

**Motion 23-09-33**

**Moved by** Rex Taylor

**Seconded by** Beth Stevenson

**That** items 6.1 to 6.4 be approved and adopted as presented.

**Carried**

**7. Policies**

- 7.1 Health and Safety Policies

Legislation requires that the Library Board review annually the Health and Safety, Workplace Violence and Workplace Harassment policies. A slight amendment was made to the Health and Safety policy to make the wording more inclusive.

**Motion 23-09-34**

**Moved by** Beth Stevenson

**Seconded by** Rex Taylor

**That** the Library Board approved the Health and Safety Policy as revised and the Workplace Violence and Workplace Harassment Policy without changes.

**Carried**

**8. Reports**

There were no reports.

**9. Business Arising**

- 9.1 Library Board Action List

The Library Board reviewed the Action List.

**Motion 23-09-35**

**Moved by** Trevor Morrison

**Seconded by** Beth Stevenson

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

**Carried**

**10. New Business**

There was no new business.

**11. Closed Session**

11.1 Labour Relations

**Motion 23-09-36**

**Moved by** Trevor Morrison

**Seconded by** Rex Taylor

**That** the Library Board move into Closed Session at 5:43 pm to discuss matters pertaining to Labour Relations or employee negotiations.

**Carried**

**Motion 23-09-37**

**Moved by** Beth Stevenson

**Seconded by** Rex Taylor

**That** the Library Board move out of Closed Session at 6:54 pm.

**Carried**

**Motion 23-09-38**

**Moved by** Victor Woodhouse

**Seconded by** Beth Stevenson

**Motions Arising from Closed Session:**

**That** the Closed Session Minutes for Wednesday, June 21, 2023 and Thursday, July 27, 2023 be approved and adopted as presented.

**Carried**

**Motion 23-09-39**

**Moved by** Victor Woodhouse

**Seconded by** Beth Stevenson

**That** the Library Board receive the update on Labour relations.

**Carried**

**12. Dates of Future Meetings**

12.1 The next regular Library Board meeting is scheduled for Wednesday, October 18, 2023 at 5:30 pm in the Library Board room

**13. Adjournment**

**Motion 23-09-40**

**Moved by** Beth Stevenson

**Seconded by** Victor Woodhouse

**That** there being no further business the meeting adjourn at 7:23 pm.

**Carried**

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Darryl Gray, Chair

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Tracy Munusami, Secretary/Treasurer