



**Newmarket Public Library Board
Regular Board Meeting
Wednesday, October 19, 2016
Newmarket Public Library Board Room**

Present: Joan Stonehocker, Chair
Tara Brown, Vice Chair
Kelly Broome (arrived at 5:40 pm)
Darcy McNeill
Jane Twinney

Regrets: Tom Vegh
Venkatesh Rajaraman

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

The Library Board Chair called the meeting to order at 5:00 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. One item was added under New Business.

Motion 16.10.150

Moved by Darcy McNeill

Seconded by Jane Twinney

That Agendas 1) to 3) be adopted as amended.

Carried

Declarations

None were declared.

Consent Agenda Items:

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

Motion 16.10.151

Moved by Tara Brown

Seconded by Darcy McNeill

That Consent Agenda item 4) be received and approved as amended and items 5) to 8) be received and approved as presented.

Carried

Closed Session

9. Motion to Convene into a Closed Session

There were no Closed Session items.

Policies

10. Customer Complaints Policy

The Library Board reviewed the changes to the draft Customer Complaints Policy and made a slight revision to the draft.

Motion 16.10.152

Moved by Kelly Broome

Seconded by Jane Twinney

That the Customer Complaints Policy be approved as amended.

Carried.

11. Unattended and Missing Child Policy

The Library Board reviewed the changes to the draft Unattended and Missing Child Policy.

Motion 16.10.153

Moved by Kelly Broome

Seconded by Jane Twinney

That the Unattended and Missing Child Policy be approved as presented.

Carried

Reports

12. Third Quarter Financial

The Library continues to be on target for the third quarter of 2016 in both expenditures and revenue.

Motion 16.10.154

Moved by Kelly Broome
Seconded by Darcy McNeill

That the Library Board received the Third Quarter Financial Statements as presented.

Carried

Business Arising

13. Impact Survey

Results of the survey conducted in June-July and September-October were reported. The one year subscription will be renewed with all N6 Libraries participating.

Motion 16.10.155

Moved by Jane Twinney
Seconded by Tara Brown

That the Library Board receive the report on the Impact Survey.

Carried

14. Library Board Action List

The Library Board reviewed the Action List. A report on options for renewing the Strategic Plan will be brought to the Library Board at the regularly scheduled meeting in December.

Motion 16.10.156

Moved by Kelly Broome
Seconded by Tara Brown

That the Library Board received the Library Board Action List as presented.

Carried.

New Business

15. Seniors and Fines

Currently seniors are exempted from paying fines with the exception of InterLibrary Loan fines. Technology devices will now be available for loaning and the Library Board discussed not exempting seniors from fines related to the loaning of technology devices.

Motion 16.10.157

Moved by Tara Brown

Seconded by Darcy McNeill

That the Library Board continue to exempt seniors from fines with the exception of fines for Inter Library Loans and technology devices.

Carried

Date(s) of Future Meetings

16. The next regular Library Board meeting to be reschedule to November 16, 2016 at 5:30 in the Library Board room.

Date of December Regular Library Board meeting to be considered at the November meeting.

Adjournment

Motion 16.10.158

Moved by Kelly Broome

Seconded by Jane Twinney

That there being no further business meeting adjourned at 6:30 pm.

Carried

Joan Stonehocker
Chair

Todd Kyle, CEO
Secretary/Treasurer