



Newmarket Public Library Board

Minutes

Date: Wednesday, May 15, 2024
Time: 5:45 PM
Location: Newmarket Public Library Boardroom
Newmarket Public Library
438 Park Avenue
Newmarket ON L3Y 1W1

Members Present: Kelly Broome, Vice Chair
Victor Woodhouse
Trevor Morrison
Beth Stevenson

Members Absent: Darryl Gray, Chair
Neila Poscente
Rex Taylor

Staff Present: Tracy Munusami, CEO
Lianne Bond, Administrative Coordinator
Biagio Rachiele, Manager, Library Operations
Jennifer Leveridge, Manager, Library Services

Guests: Kathryn Richardson, Outreach Services Associate

1. Call to Order

In the absence of the Chair, the Vice Chair called the meeting to order at 5:56 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

Two additional items were added under Newmarket Business.

Motion 24-05-96

Moved by Beth Stevenson

Seconded by Trevor Morrison

That items 2.1 to 2.3 as amended.

Carried

3. Declarations

None were declared.

4. Presentation - Visiting Library Services

Newmarket Library's Outreach Services Associate spoke to the Library Board on the Library's Visiting Library Service. The service provides homebound services for those unable to come into the Library. The Outreach Services Associate also actively promotes Library services out in the community.

Motion 2024-05-97

Moved by Beth Stevenson

Seconded by Victor Woodhouse

That the Library Board receive the presentation on Visiting Library Services

Carried

5. Consent Agenda Items

5.1 Adoption of the regular Board meeting minutes for Wednesday, April 17, 2024

5.2 Strategic Operations Report for April, 2024

5.3 First Quarter Financial Statement

Motion 2024-05-98

Moved by Victor Woodhouse

Seconded by Trevor Morrison

That items 5.1 to 5.3 be approved and adopted as presented.

Carried

6. Reports

6.1 Monday Operating Hours

The Monday Operating Hours report proposes the development of a phased in approach to pilot opening on Mondays. The pilot program will gradually assess community needs and staff concerns. By implementing a phased in approach, data can be gathered to support full-day operating hours on Mondays.

Motion 2025-05-99

Moved by Beth Stevenson

Seconded by Trevor Morrison

That the Library Board receive the Monday Operation Hours report for information.

Carried

6.2 Anything and Everywhere: Book Vending Machines

To continue the Library's collaboration with the Town of Newmarket to extend library services, the Board's support is sought to approve funding for the purchase of book vending machines. The Library's surplus in 2023 would be used to fund the purchase of the machines. The Board supported the idea of providing book vending machines at Town facilities and also discussed the potential for sponsorship to support further placement in the community.

Motion 2024-05-100

Moved by Beth Stevenson

Seconded by Victor Woodhouse

That the Library Board receive the report on Anything and Everywhere Book Vending Machines;

And That the Library Board approve the transfer of surplus funds up to \$95,000 from 2023 to be used for the purchase of Book Vending Machines.

Carried

7. Business Arising

7.1 Library Board Action List

The Library Board reviewed the Action List.

Motion 2024-05-101

Moved by Beth Stevenson

Seconded by Trevor Morrison

That the Library Board receive the Action List as presented.

Carried

8. New Business

8.1 Newmarket Library Pride Branding

The Library has had branding created to celebrate and support Pride month. The logo has been recreated with pride colours and 'Never Follow' as the tag line. The pride branding will be used to promote LGBTQ+ programs and events during Pride month.

Motion 2024-05-102

Moved by Beth Stevenson

Seconded by Victor Woodhouse

That the Library Board approve the Newmarket Library Pride Branding as presented.

Carried

8.2 Fundraising and Sponsorship Sub Committee

The Library Board discussed the creation of a Fund Development Committee to further explore sponsorship opportunities within the community.

Motion 24-05-103

Moved by Beth Stevenson

Seconded by Trevor Morrison

That the Library Board create a Fund Development Committee to support further sponsorship opportunities within the Community.

Carried

8.3 Story Walks

The Library has set up a StoryWalk® Etty and the Four Pebble Problem by Lauren Soloy, at Woodland Hills Labyrinth Park and Afro, No! by Amaya James at Paul Semple Park. Both can be enjoyed from May to September.

The Fairy Trail StoryWalk® and Fundraising Costume parade featuring the book by Robert Munch - the Paperbag Princess, is being held on June 9th starting at Fairy Lake Park Amphitheatre.

9. Closed Session (if required)

10. Dates of Future Meetings

10.1 The next regular Library Board meeting is scheduled for Wednesday, June 19, 2024 at 5:45 pm in the Library Board room

11. Adjournment

That there being no further business, the meeting adjourned at 6:55 pm.

Kelly Broome, Vice Chair

Tracy Munusami, Secretary/Treasurer