



Newmarket Public Library Board

Minutes

Date: Wednesday, October 16, 2024
Time: 5:30 PM
Location: Newmarket Public Library Boardroom
Newmarket Public Library
438 Park Avenue
Newmarket ON L3Y 1W1

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

Staff Present: Tracy Munusami, CEO
David di Giovanni, Manager, Programs and Community
Engagement
Jennifer Leveridge, Manager, Collections and Customer
Experience
Biagio Rachiele, Manager, Library Operations
Lianne Bond, Administrative Coordinator

1. Call to Order

The Chair called the meeting to order at 5:35 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

Motion 24-10-113

Moved by Victor Woodhouse

Seconded by Beth Stevenson

That Agenda items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

None were declared.

4. Consent Agenda Items

4.1 Adoption of the regular Library Board meeting minutes for September 18, 2024

4.2 Strategic Operations Report for September

Motion 24-10-114

Moved by Rex Taylor

Seconded by Neila Poscente

That items 4.1 to 4.2 be approved and adopted as presented.

Carried

5. Policies

5.1 Unattended and Missing Child Policy

The Unattended and Missing Child Policy revisions included updates to language and additional information on steps to assist locating a child.

Motion 24-10-115

Moved by Beth Stevenson

Seconded by Trevor Morrison

That the revisions to the Unattended and Missing Child policy be approved as presented.

Carried

6. Reports

6.1 Newmarket Library Year-to-Date-Statistics

The year-to-date statistics report included number of visits, social media followers, and items borrowed. The report has been prepared celebrating Newmarket Library during Ontario Public Library Week from October 20 to 26, 2024.

Motion 24-10-116

Moved by Victor Woodhouse

Seconded by Rex Taylor

That the Newmarket Library Year-to-Date Statistics report be received as presented.

Carried

7. Business Arising

7.1 2025 Operating Budget

The 2025 Operating Budget was presented to the Library Board. The 2025 Operating Budget includes additional support from the Town of Newmarket to meet negotiated wages for union and non-union employees.

Motion 24-10-117

Moved by Neila Poscente

Seconded by Beth Stevenson

That the Library Board approved the 2025 Operating Budget for submission to the Town of Newmarket as presented.

Carried

7.2 Library Board Action List

The Library Board reviewed the Action List.

Motion 24-10-118

Moved by Trevor Morrison

Seconded by Victor Woodhouse

That the Library Board receive the Action List as presented.

Carried

8. New Business

There was no new business.

9. Closed Session (if required)

10. Dates of Future Meetings

10.1 The next regular Board meeting is scheduled for Wednesday, November 20, 2024 at 5:30 pm in the Library Board room.

11. Adjournment

Motion 24-10-119

Moved by Rex Taylor

Seconded by Beth Stevenson

That there being no further business the meeting adjourn at 6:00 pm.

Carried

Darryl Gray, Chair

Tracy Munusami, Secretary/Treasurer