



# **Newmarket Public Library Board**

## **Minutes**

Date: Wednesday, March 19, 2025  
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  
Trevar Morrison  
Neila Poscente  
Rex Taylor

Members Absent: Beth Stevenson

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

Guests: Deputation: Amanda Pearson, Unit Chair, CUPE 905.09 and 905.10

### **1. Call to Order**

The Chair called the meeting to order at 5:34 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 25-03-147**

**Moved by** Rex Taylor

**Seconded by** Kelly Broome

**That** Agenda items 2.1 to 2.3 be adopted as presented.

**Carried**

**3. Declarations**

No declarations were made.

**4. Deputation: Newmarket Public Library Employees**

The Unit Chair of CUPE 905's Newmarket Public Library Unit provided a deputation on the impact Library Staff are experiencing with the Library's organizational re-alignment and streaming of customer service it is undergoing..

The Board Chair thanked the Unit Chair for their deputation and is supportive to working collaboratively with all staff member.

**Motion 25-03-148**

**Moved by** Victor Woodhouse

**Seconded by** Neila Poscente

**That** the Library Board receive the Deputation from the Unit Chair of CUPE 905's Newmarket Public Library Unit as presented.

**Carried**

**5. Presentation: Enhancing Library Spaces**

The Manager, Library Operations presented proposals on building projects the Library would like to complete in 2025. These projects will continue with improvements to the Library facility ensuring a modern, welcoming, and functional space for the community.

**Motion 25-03-149**

**Moved by** Kelly Broome

**Seconded by** Neila Poscente

**That** the Library Board receive the presentation on Enhancing Library Spaces as presented.

**Carried**

**6. Consent Agenda Items**

6.1 Adoption of the Regular Board meeting minutes for Wednesday, February 19, 2025

6.2 Strategic Operation Report for February, 2025

**Motion 25-03-150**

**Moved by** Rex Taylor

**Seconded by** Victor Woodhouse

**That** Consent Agenda items 6.1 and 6.2 be approved and adopted as presented.

**Carried**

**7. Reports**

7.1 2024 Community Report

A draft of the 2024 Community Report was reviewed by the Library Board. Suggested changes on some wording were recommended by Board members.

**Motion 25-03-151**

**Moved by** Neila Poscente

**Seconded by** Kelly Broome

**That** the Library Board receive the 2024 Community Report as amended.

**Carried**

7.2 Building Revitalization Projects for 2025

The Library Board reviewed Building Revitalization projects report. Library staff have identified additional improvements for 2025 to continue enhancing this essential community space. These ongoing efforts reflect the Library's commitment to providing a safe, accessible, and welcoming environment for all.

The Board discussed the use of Library Capital and Development Charge Funds and requested that a report on these funds be brought back to the Board for their review.

**Motion 25-03-152**

**Moved by** Kelly Broome

**Seconded by** Neila Poscente

**That** the Library Board receive the report for information;

**And That** the Board directs staff to enhance the Library space to better serve the community;

**And That** the Board approve the allocation of funds from the Strategic Implementation Fund to support updates to the Library building.

**Carried**

**8. Business Arising**

**8.1 Library Board Action List**

The Library Board reviewed the Action List.

**Motion 25-03-153**

**Moved by** Trevor Morrison

**Seconded by** Rex Taylor

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

**Carried**

**9. New Business**

**9.1 Northern Six Libraries Intellectual Freedom Workshop**

Library Board members were invited to a workshop on Intellectual Freedom that is being hosted by the Northern 6 (N6) Libraries. The workshop will be held on October 25, 2025 at an N6 Library.

**10. Closed Session**

- 10.1** That the Library Board move into a Closed Session for matters relating to labour relations or employee negotiations. R.S.O.1990, Chapter 44, 16.4 (d)

**Motion 25-03-154**

**Moved by** Trevor Morrison

**Seconded by** Rex Taylor

**That** the Library Board move into a Closed Session at 6:45 pm to discuss matters relating to labour relations or employee negotiations. R.S.O.1990, Chapter 44, 16.4 (d)

**Carried**

**Motion 25-03-155**

**Moved by** Victor Woodhouse

**Seconded by** Kelly Broome

**That** the Library Board move out of Closed Session at 7:20 pm.

**Carried**

**Motion 25-03-156**

**Moved by** Victor Woodhouse

**Seconded by** Kelly Broome

**Motion arising from Closed Session:**

**That** Library Board receive the report on Non-union Personnel Policy updates;

**And That** the Board approve the changes to the Non-union Personnel policy

**And That** the Board direct staff to make the recommended changes as outlined in the report on Non-Union Personnel Policy updates.

**Carried**

**11. Dates of Future Meetings**

- 11.1 Library Board workshop. Wednesday, April 16, 2025 at 5:30 pm, Library Board room
- 11.2 The next regular Board meeting is scheduled for Wednesday, May 21, 2025 at 5:30 pm, Library Board room

**12. Adjournment**

**Motion 25-03-157**

**Moved by** Victor Woodhouse

**Seconded by** Trevor Morrison

**That** there being no further business, the meeting adjourn at 7:21 pm.

**Carried**

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Darryl Gray, Chair

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Tracy Munusami, Secretary/Treasurer