



Newmarket Public Library Board

Minutes

Date: Wednesday, November 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
Neila Poscente
Beth Stevenson
Rex Taylor

Members Absent: Trevor Morrison

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

Guests: Jamie Hardie, Hardie and Company

1. Call to Order

The Chair called the meeting to order at 5:37 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 25-11-182

Moved by Rex Taylor

Seconded by Beth Stevenson

That items 2.1 to 2.3 be adopted as presented.

Carried

3. Declarations

There were no declarations.

4. Presentation: Library Entrance Branding - Jamie Hardie, Hardie and Company

Proposed wayfinding design for the Library entrance was presented to the Library Board. The design incorporates the Library brand colours and will enhance the flow into the main library.

Motion 25-11-183

Moved by Victor Woodhouse

Seconded by Beth Stevenson

That the Library Board receive the Library Entrance Branding presentation from Hardie and Company.

Carried

5. Consent Agenda Items

5.1 Adoption of the Regular Board meeting minutes for September 17, 2025

5.2 Adoption of the Closed Session Minutes for September 17, 2025

5.3 Strategic Operations Report for September and October 2025

5.4 Third Quarter Library Statistics

5.5 Third Quarter Financial Statements for 2025

Motion 25-11-184

Moved by Kelly Broome

Seconded by Neila Poscente

That items 5.1 to 5.5 be approved and adopted as presented.

Carried

6. Policies

6.1 Room Rental Policy and Rates

The Room Rental policy was reviewed and updated to reflect current terminology and practices. The proposed increase to rates incorporate cost of living adjustments and bring rates more in line with comparable providers.

Motion 25-11-185

Moved by Victor Woodhouse

Seconded by Rex Taylor

That the Library Board approve the revisions to the Room Rental Policy and room rates as presented.

Carried

7. Reports

There were no reports.

8. Business Arising

8.1 Library Board Action List

The Library Board reviewed the Action List.

Motion 25-11-186

Moved by Victor Woodhouse

Seconded by Kelly Broome

That the Library Board receive the Action List as presented.

Carried

9. New Business

9.1 GenWell Talk to a Stranger Week November 24 - 30, 2025

The Library will participate in Talk to a Stranger Week from November 25–30, 2025. This initiative promotes social connection within the community.

A designated space with comfortable seating will be available on the main floor to encourage conversation.

10. Closed Session (if required)

11. Dates of Future Meetings

11.1 The next regular Board meeting will be held on December 17, 2025 at 5:30 pm, Library Board room

12. Adjournment

Motion 25-11-187

That there being no further business the meeting adjourn at 6:28 pm.

Darryl Gray, Chair

Tracy Munusami, Secretary/Treasurer