



Newmarket Public Library Board

Minutes

Date: Wednesday, March 18, 2026
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
Councillor Morrison
Neila Poscente
Beth Stevenson
Rex Taylor

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

1. Call to Order

The Chair called the meeting to order at 6:02 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

One agenda item was added under New Business.

Motion 26-03-05

Moved by Rex Taylor

Seconded by Neila Poscente

That items 2.1 to 2.3 be adopted as amended.

Carried

3. Declarations

None were declared.

4. Presentation: 2025 Library Project Highlights - Manager, Planning and Library Operations

The Manager, Planning and Library Operations presented highlights of projects completed in 2025 that enhanced the library's functionality, appearance, and overall user experience. Improvements included painting the second floor, installing study pods on the lower level to support quiet and collaborative work, and adding a new information desk on the upper level to improve service delivery and staff interaction. Proposed projects for 2026 were also presented, continuing the strategic direction of creating welcoming and accessible spaces.

Board members thanked the Manager of Planning and Operations for the successful completion of these projects.

Motion 26-03-06

Moved by Rex Taylor

Seconded by Kelly Broome

That the Library Board receive the presentation on 2025 Library Project Highlights;

And that the Library Board supports the 2026 Projects presented funded from Operating Reserves up to \$110,000.

Carried

5. Consent Agenda Items

5.1 Adoption of the regular Library Board meeting minutes for Wednesday, January 21, 2026

- 5.2 Adoption of the Closed Session minutes for Wednesday, January 21, 2026
- 5.3 Strategic Operations Report for January and February, 2026

Motion 26-03-07

Moved by Beth Stevenson

Seconded by Neila Poscente

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

Carried

6. Reports

- 6.1 2025 Draft Community Report

The Library Board reviewed the draft 2025 Community Report. The report provided highlights of the Library's achievements in 2025 and impact of its programs and services has had in strengthening community connection and engagement.

Motion 26-03-08

Moved by Rex Taylor

Seconded by Trevor Morrison

That the Library Board receive the draft 2025 Community Report as presented.

Carried

7. Business Arising

- 7.1 Library Metrics Working Group Update

The Chair of the Metrics Working Group provided an update on the group's progress in identifying benchmarks and key data sources to support the development of the Balanced Scorecard for reporting on the Library's performance.

Motion 26-03-09

Moved by Victor Woodhouse

Seconded by Beth Stevenson

That the Library Board receive the verbal update from the Library Metrics Working Group.

Carried

7.2 Library Board Action List

The Library Board reviewed the Action List.

Motion 26-03-11

Moved by Rex Taylor

Seconded by Kelly Broome

That the Library Board receive the Action List as presented.

Carried

8. New Business

8.1 Library Outreach Vehicle

The Library Board discussed a proposal to expand services through the operation of an Outreach Vehicle and agreed to form a small working group to explore options.

Motion 26-03-12

Moved by Kelly Broome

Seconded by Trevor Morrison

That the Library Board create a small working group consisting of two board members and Library Staff explore options for an outreach vehicle;

And That the working group report back to the Board with a plan and recommendations at a future meeting.

Carried

9. Closed Session

There were no Closed Session items.

10. Dates of Future Meetings

The next regular Library Board meeting is scheduled for Wednesday, April 15, 2026 at 5:30 pm, Library Board room.

11. Adjournment

Motion 26-03-13

Moved by Rex Taylor

Seconded by Beth Stevenson

That there being no further business the meeting adjourn at 6:52 pm.

Carried

Darryl Gray, Chair

Tracy Munusami, Secretary/Treasurer