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Newmarket Public Library Board

Regular Board Meeting Minutes

Wednesday, June 20, 2018
Newmarket Public Library Board Room

Present: Joan Stonehocker, Chair
Tara Brown, Vice Chair
Kelly Broome
Darcy McNeill
Venkatesh Rajaraman
Jane Twinney
Tom Vegh

Staff Present: Todd Kyle, CEO
Linda Peppiatt, Deputy CEO
Lianne Bond, Administrative Coordinator

The Chair called the meeting to order at 5:35 pm

Adoption of Agenda Items

1. Adoption of the Regular Agenda
2. Adoption of the Closed Session Agenda
3. Adoption of the Consent Agenda Items

The Chair asked if there were any additions to the agenda.

Motion 18.06.293

Moved by Kelly Broome

Seconded by Tara Brown

That Agenda items 1) to 3) be adopted as presented.

Carried

Declarations

None were declared.

Consent Agenda Items:

4. Adoption of the Regular Board Meeting Minutes for Tuesday, May 15, 2018
5. Adoption of the Closed Session Meeting Minutes for Tuesday, May 15, 2018
6. Strategic Operations Report for May, 2018
7. Monthly Bank Transfer

Motion 18.06.294

Moved by Tara Brown

Seconded by Tom Vegh

That Consent Agenda items 4) to 7) be received and approved as presented.

Carried

The CEO shared photos from Newmarket High School of the vinyl cuts they created for the school from the Library's Makerhub.

Reports

8. 2017 Audited Financial Statement

The Library Board reviewed the draft Audited Financial Statements for 2017 completed by Deloitte LLP.

Motion 18.06.295

Moved by Jane Twinney

Seconded by Darcy McNeill

That the Library Board approve the 2017 Audited Statements as presented.

Carried

Business Arising

9. 2019 Capital and Operating Budget

The CEO provided a verbal update on preparations of the 2019 Capital and Operating Budget submissions. The 2019 Capital Budget is largely replacements funded by the Asset Replacement Fund. The Library Board was asked whether to submit a Capital Budget request for a new library facility.

Motion 18.06.296

Moved by Tom Vegh

Seconded by Jane Twinney

That the Library Board approve a Capital Budget request for a new library facility based on 2017 figures.

Carried

10. Library Board Action List

The Library Board reviewed the Action list.

Motion 18.06.297

Moved by Kelly Broome

Seconded by Venkatesh Rajaraman

That the Library Board receive the Action List as presented.

Carried

New Business

11. Library Board Transition

The Library Board reviewed the actions they may want to consider outlined in the Library Board Transition report. The Board agreed to move the September and October regular Board meetings to earlier in the month. The CEO will draft a legacy document and include next steps for the new Library Board to consider.

Motion 18.06.298

Moved by Darcy McNeill

Seconded by Kelly Broome

That the Library Board receive the report on Library Board Transition.

Carried

Closed Session

There were no Closed Session items.

Dates of Future Meetings

The next Regular Library Board meeting will be Wednesday, September 12, 2018 at 5:30 pm in the Library Board room.

The October Regular Library Board meeting will be held on Wednesday, October 10, 2018 in the Library Board room.

Adjournment

Motion 18.06.299

Moved by Kelly Broome

Seconded by Tara Brown

That there being no further business the meeting adjourn at 6:10 pm.

Carried

Joan Stonehocker, Chair

Todd Kyle, Secretary/Treasurer