



**NEWMARKET PUBLIC LIBRARY BOARD - ACTION TRACKING LIST**

<b>Item No.</b>	<b>Date</b>	<b>Action Item</b>	<b>Assigned to</b>	<b>Status / Date of Completion</b>
1-11	Updated: Mar. 21-12	Continue to build collaborative strategic partnerships with York Region School Boards	Library Board	Ongoing
9-11	20-04-11	Library Policy Review Schedule	Library Board	Board to review Governance Policy and Constitution for better consistency Updated Policy Review Schedule presented Board for September 18, 2013 Board meeting
12-11	02-08-11	Review Revenue Generation Targets and Strategies	Library Board	Business Case Study of Digitization Lab to be resourced by CEO Action Plan report for April 18, 2012 Board meeting Deferred until completion of Town of Newmarket Service Review Program
1-12	Updated: 16-01-13	Friends of the Library – <i>Deferred to next Library Board term</i>	Library Board	Board meeting agenda item for March 27, 2013 Deferred to next Library Board term ( <i>motion 13.03-214</i> )
1-13	16-01-13	Expansion and Promotion of Library Art Collection	Library Board	Endeavour to expand and promote Art Collection

Item No.	Date	Action Item	Assigned to	Status / Date of Completion
2-13	19-06-13	CEO Annual Performance Review	Library Board Chair and Vice Chair	Chair and Vice Chair appointed at June 19 <sup>th</sup> Board meeting to form Committee to conduct the CEO annual review
3-13	19-06-13	Leading Boards Electronic Repository Renewal	Library Board	Renewed for 2014/15. Continue to review annually.
4-13	<u>Updated</u> 19-02-14	Library Ambassador Campaign	Library Board	<p>Campaign to promote Strategic Plan: CEO report to Board on October 23, 2013</p> <p>Arrange discussion, presentation or outreach activity to promote Strategic Plan.</p> <p>Library Board to send suggestions of organizations to CEO</p> <p>Develop Library Board Advocacy Group</p> <p>Municipal Candidate Letter to be drafted and sent out by Chair and CEO.</p> <p>Question to be prepared for Chair to pose to candidates for 2014 Municipal Election – Completed.</p>

**COMPLETED ACTION ITEMS**

<b>Item No.</b>	<b>Date</b>	<b>Completed Action Item</b>	<b>Assigned to</b>	<b>Status / Completion Date</b>
2-12	Updated: 27-03-13	Computer Hardware/Software Capital Carry over <i>Motion 13.03.215</i>	Strategic Technology Committee	Computer Hardware/ Software Project report to Board March 27, 2013 – Board approved first 7 items on list Revision to Computer Capital Budget approved by Library Board April 16, 2014
15-11	Updated: 15-01-14	Annual Success Report to Town of Newmarket Council	Library Board	2014 Community Report completed and distributed to Library Board April 16, 2014. Presented to Council on May 5, 2014