

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD

June 26, 2019 – 9:00 a.m.

Frankford Branch

Present: D. Couture - Chair
N. Alderson
S. Freeman
C. Lane
B. Lloyd
B. Yakachuk
Staff: S. Humphreys
M. Lake
Y. Wolters
Regrets: L. Reid

CALL TO ORDER

D. Couture called the meeting to order at 8:56 a.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as circulated.
(Yakachuk, Lane) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of May 29, 2019, including in camera session, as circulated.
(Lloyd, Alderson) carried.

BUSINESS ARISING FROM THE MINUTES

Trenton High School partnership

The art rail has been installed and student art will be on display shortly.

Public Library Month (October)

Preparations have begun for the many activities and events to be held during this celebration month.

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RFID update

The gates in Trenton are activated but not functioning correctly. A technician is coming to address the issues.

Library Refresh

The CEO along with the City's Building and Facilities manager are in process of information gathering regarding options for improving the physical space at Trenton. Next month the CEO will be attending the OLA's 2019 Annual Institute on the Library as Place conference.

STAFF REPORT

Chief Executive Officer's Report – S. Humphreys updated the board on activities and developments in the library during the preceding month including department Quarterly reports, statistics, Interlibrary loan program as well as several financial updates including Development charges, Employee benefits and the Charity Tax return.

Financial Report

Motion: to accept the CEO's report including the financial report for May 2019, showing revenue of \$120,505.17 and expenditures of \$115,049.07.
(Freeman, Lane) carried.

DECISION ITEMS/NEW BUSINESS

Strategic Planning

Feedback and information gathering is complete, the next step is looking at our mission and vision statements to identify our core values, had discussions.

Motion: that the Quinte West Public Library Board transfer the amount of \$1600 from the library reserves and close the library for a 3 hour period, July 22nd 9 am.-noon, for the purpose of bringing all staff together with a facilitator to begin the process of producing a new strategic plan for the library.
(Freeman, Yakachuk) carried.

The Board will meet three times over the summer for Strategic planning, dates to be confirmed.

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Circulation Policy #4 - Borrowing Privileges

Motion: that the Quinte West Public Library Board amend Circulation Policy # 4 to indicate that library members are able to check out material with photo ID.
(Freeman, Lloyd) carried.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There were none.

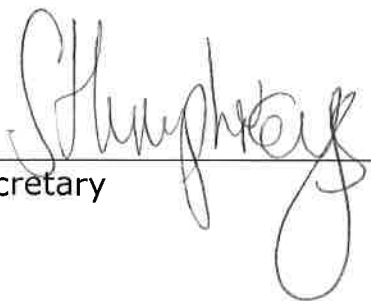
DATE OF NEXT MEETING: September 18, 2019

IN CAMERA SESSION

There was none.

AJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 10:06 a.m.
(Alderson, Freeman) carried.


Secretary


Chair