

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
November 27, 2019 – 2:00 p.m.
Frankford Branch

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

CALL TO ORDER

D. Couture called the meeting to order at 1:58 p.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as circulated.
(Freeman, Reid) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of October 30, 2019, as circulated.
(Yakachuk, Lane) carried.

BUSINESS ARISING FROM THE MINUTES

Display Policy

S. Humphreys advised the City that the library board was in agreement with the suggested change to the City of Quinte West/Quinte West Public Library's Display policy. The library's Use of Facilities Rental Agreement was provided for information.

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Customer Service Champion

The new personnel positions have been presented to library staff.

Library Refresh

An initial site visit has been completed by selected architects: Shoalts and Zaback Architects Ltd. (SZA). Rough concept drawings are expected before year end which will then get reviewed by staff. Anticipated timeline would have 3D renderings for Library Board around the end of January 2020.

STAFF REPORT

Chief Executive Officer's Report – S. Humphreys updated the board on activities in the library during the preceding month including; upcoming promotional visit from the Musical Instrument Lending Library (M.I.L.L.), a new floating collection, research regarding loanable Internet Hotspot options and the new Dayforce payroll system being implemented on December 15, 2019.

Financial Report

Motion: to accept the financial report for October 2019, showing revenue of \$148,889.75 expenditures of \$120,225.16.
(Yakachuk, Lane) carried.

Statistical Report

Motion: to accept the statistical report for October 2019.
(Lloyd, Reid) carried.

DECISION ITEMS/NEW BUSINESS

There was none.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

Board Chair report from SOLS

D. Couture attended the Trustee Council Meeting in Brighton and shared what issues and subjects were discussed. Topics included Interlibrary Loan program, Board meeting minimum number of yearly meetings and CEO evaluations.

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DATE OF NEXT MEETING: December 11, 2019

IN CAMERA SESSION

Motion: to move into closed session at 2:53 p.m. pursuant to the Public Libraries Act, RSO 1990, section 16.1.4 regarding personnel matters.
(Yakachuk, Lloyd) carried.

Motion: to return the meeting to an open session at 2:58 p.m.
(Freeman, Reid) carried.

AJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 3:00 p.m.
(Lloyd, Lane) carried.


Secretary


Chairperson