

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD

January 29, 2020 – 2:00 p.m.

Multi-Purpose Room

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

CALL TO ORDER

D. Couture called the meeting to order at 1:55 p.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 December 11, 2019, as circulated.  
(Reid, Lloyd ) carried.

BUSINESS ARISING FROM THE MINUTES

**Library Refresh**

The first on-site visit by the architects is complete and a rough concept drawing was received. S. Humphreys will review it with management staff next week and will share the drawing and ideas at the next Library Board meeting.

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## STAFF REPORT

### **Statistical Report**

December statistics were reviewed, as well as a complete look at the 2019 statistics compared to the previous year.

Motion: to accept the statistical report for December 2019.  
(Lane, Alderson) carried.

### **Financial Report**

Motion: to accept the financial report for December 2019, showing revenue of \$106,868.39 and expenditures of \$137,976.43.  
(Reid, Yakachuk) carried.

**Chief Executive Officer's Report** – S. Humphreys updated the board on activities in the library during the preceding month including; the 2020 Hastinet budget, Friends of the Library's annual general meeting and generous donation, new Fast Lane collection, Air Force Museum passes, OLA's 2020 Super Conference on now. Coming soon: February Newsletter and Online registration for new library cards.

Motion: to accept the CEO report.  
(Alderson, Reid) carried.

## DECISION ITEMS/NEW BUSINESS

### **Board By-Law #22 Board Members Code of Conduct**

Motion: that the Quinte West Public Library Board accepts Board By-Law #22, as circulated.  
(Lloyd, Alderson) carried.

### **2019 Annual Report**

Motion: that the Quinte West Public Library Board accepts the 2019 Annual Report, as circulated.  
(Lloyd, Yakachuk) carried.

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CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

A Thank you card from a library staff member was received and shared.

A Thank you letter and donation cheque was received from the Friends of the Quinte West Library group.

A Southern Ontario Library Service (SOLS) reimbursement cheque was received for Interlibrary Loan postage costs due to Provincial Funding cuts that resulted in courier delivery service between libraries being eliminated.

DATE OF NEXT MEETING: February 26, 2020

IN CAMERA SESSION

There was none.

AJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:45 p.m.  
(Lloyd, Lane) carried.

  
Secretary

  
Chairperson