

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - June 29, 2022 – 2:00 p.m.
Virtual via Zoom

Present: D.Couture (Chair), Councillor L.Reid (Vice-Chair), Councillor S.Freeman, C.Lane, B.Lloyd

Staff: S.Humphreys (CEO/Secretary/Treasurer), Y.Wolters (Recording Secretary)

Regrets: E.Payne, B.Yakachuk

CALL TO ORDER

D.Couture called the meeting to order at 2:00 p.m.

STATEMENT OF ACKNOWLEDGEMENT AND RESPECT FOR INDIGENOUS PEOPLES, Read by Chairperson; D.Couture.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as amended to add In Camera Session.
(Moved by L.Reid, Seconded by S.Freeman) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of May 25, 2022; as circulated.
(Moved by S.Freeman, Seconded by B.Lloyd) carried.

Motion: to accept the In Camera minutes of May 25, 2022; as circulated. (Moved by B.Lloyd, Seconded by C.Lane) carried.

BUSINESS ARISING FROM THE MINUTES

- Our two Summer Students start July 4, they will assist in the Children's Department and in the Makerspace.
- Registrations for our new Ukulele Club are going well.
- The Laptops for our Makerspace programming have arrived.

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STAFF REPORT

Statistical Report

Motion: to accept the statistical report for May 2022
(Moved by S.Freeman, Seconded by L.Reid) carried.

Financial Report

Motion: to accept the financial report for May 2022, showing revenue of \$138,365. and expenditures of \$174,030.
(Moved by C.Lane, Seconded by S.Freeman) carried.

Quarterly Departmental Reports

Motion: to accept the quarterly department reports.
(Moved by L.Reid, Seconded by B.Lloyd) carried.

Chief Executive Officer's Report

S.Humphreys updated the Board on activities in the library during the preceding month including; new software for people counter is installed, Looking ahead to attending a 2-day *Library as Place* conference; July's *Touch A Truck* event -which has enthusiastic support from the Public Works Department. We are back to in-person programs and have a busy summer planned, also beginning to plan for October's Event for Public Libraries month.

Motion: to accept the CEO Report.
(Moved by B.Lloyd, Seconded by C.Lane) carried.

DECISION ITEMS/NEW BUSINESS

December Holiday Hours

Had discussions re: staffing difficulties during Christmas and possible solutions include aligning with City Hall by closing on Friday, December 23 and have shorter days (both branches) on December 28, 29 and 30. The public would be notified of the reduced hours well in advance which is not unexpected during the holidays every year.

Motion: that the Quinte West Public Library Board approve the closure of the Library on Dec 23 and the reduced hours, as presented.
(Moved by S.Freeman, Seconded by B.Lloyd) carried.

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CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT
There were none.

DATE OF NEXT MEETING: August 31, 2022 at 2:00 p.m.

IN CAMERA SESSION

Motion: to move into closed session at 2:32 p.m. pursuant to the Public Libraries Act, RSO 1990, concerning personal matters regarding an identifiable individual/labour relations.

(Moved by L.Reid, Seconded by B.Lloyd) carried.

Motion: to return the meeting to an open session.

(Moved by L.Reid, Seconded by C.Lane) carried.

Motion: that the recommendation made during In Camera Session be adopted.

(Moved by B.Lloyd, Seconded by S.Freeman) carried.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:52 p.m. (Moved by S.Freeman, Seconded by C.Lane) carried.



CEO/Secretary/Treasurer



Chairperson