

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - August 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, E.Payne, B.Yakachuk

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

CALL TO ORDER

D.Couture called the meeting to order at 2:01 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 circulated.
(Moved by L.Reid, Seconded by B.Lloyd) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of June 29, 2022; as circulated.
(Moved by S.Freeman, Seconded by C.Lane) carried.

Motion: to accept the In Camera minutes of June 29, 2022; as circulated. (Moved by B.Lloyd, Seconded by B.Yakachuk) carried.

BUSINESS ARISING FROM THE MINUTES

- Our Summer Students finished last week and were fantastic helpers.
- The Ukulele club was a successful partnership with the M.I.L.L.
- Makerspace programming laptops are well used
- The new people counter is working great.
- *Touch a Truck* event was a huge success, many thanks to Public Works!

QUINTE WEST PUBLIC LIBRARY
August 29, 2022

STAFF REPORT

Statistical Report

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

Financial Report

Motion: to accept the financial report for July 2022, showing revenue of \$ 138,196. and expenditures of \$ 200,754.
(Moved by B.Lloyd, Seconded by C.Lane) carried.

Chief Executive Officer's Report

S.Humphreys updated the Board on activities in the library during the Summer months including; how busy both library branches have been with many new families joining and the return of in person programming! A fantastic response from our community; Public Health is interested in partnering re: Virtual Health Service access; Hastinet is embarking on a Print Collection Audit.

Looking ahead to; partnering with Hastings PEC Humane Society for a Pen Pal program and promoting library awareness during October for Canadian Library month.

Motion: to accept the CEO Report.
(Moved by L.Reid, Seconded by E.Payne) carried.

DECISION ITEMS/NEW BUSINESS

Grant Application to John M. and Bernice Parrott Foundation Inc:

As we now move forward with the refresh and refurbishment of the Trenton Branch, it feels opportune to submit an application to the Foundation for costs involved in reimagining the Children's Library as a modern, dynamic place of literacy, learning and community which will inspire families to explore together in their pursuit of knowledge and growth.

Motion: that the Quinte West Public Library Board approve the CEO to move forward with a grant application for \$200,000 to the John M. and Bernice Parrott Foundation Inc for: funding for a reimagined Children's space at the Trenton Branch.
(Moved by S.Freeman, Seconded by L.Reid) carried.

Trenton Branch Renovation Project:

When the pandemic hit in March 2020 the Trenton branch refresh project stalled indefinitely. It is time to go forward with the refresh of the physical space as per the objective in our strategic plan 2020-2024. The carpeting and furnishings have served the library well for 18 years but we look forward to the next 20 years in terms of reimagining a fresh, modern and dynamic space which will engage our public and align with City Council's strategic objective of creating a healthy, vibrant community in Quinte West.

S.Humphreys presented plans to refresh the flooring and paint, electrical upgrades to support flex furniture including desks, laptop bar and meeting pods. Had discussions.

Motion: that the Quinte West Public Library Board approve the renovation budget as presented, to come out of Library reserves with an upset limit of \$562,000.

(Moved by S.Freeman, Seconded by L.Reid) carried.

Library Board Recruitment:

S.Humphreys presented the new Board Recruitment brochure. As we are in an election year and since members of the public may not be aware of the process and requirements associated with becoming a Library Board member, we have made a brochure and also added the same information to the library website.

Motion: that the Quinte West Public Library Board approve the Library Board recruitment brochure, as amended.

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

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

- S.Humphreys shared a card received from a former library Patron expressing appreciation for her tour of the Trenton Main branch. She reached out after many years away as she intends to leave a bequest to the library.
- S.Humphreys shared a Facebook message received from a library Patron expressing her enjoyment of and thanks for the Adult Summer Reading challenge.

QUINTE WEST PUBLIC LIBRARY
August 29, 2022

DATE OF NEXT MEETING: September 28, 2022 at 2:00 p.m.

IN CAMERA SESSION

Motion: to move into closed session at 3:10 p.m. pursuant to the Public Libraries Act, RSO 1990, concerning personal matters regarding an identifiable individual/labour relations.
(Moved by B.Lloyd, Seconded by B.Yakachuk) carried.

Motion: to return the meeting to an open session.
(Moved by E.Payne, Seconded by B.Lloyd) carried.

Motion: that the recommendation made during In Camera Session be adopted.
(Moved by S.Freeman, Seconded by L.Reid) carried.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 3:19 p.m. (Moved by B.Yakachuk, Seconded by E.Payne) carried.



CEO/Secretary/Treasurer



Chairperson