

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD  
Regular Meeting - June 27, 2023 - 2 p.m.  
(Hybrid) Caucus Room & Google Meet

**Present in-person:**

Councillor L.Reid (Chair)  
S.MacDougall  
E.Payne  
M.Piercy  
B.Yakachuk

**Present virtually:**

Councillor S.Freeman

**Staff in-person:**

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

**Absent with Notice:**

D.Couture

CALL TO ORDER

L.Reid called the meeting to order at 2:03 p.m. and introduced in-coming Library CEO Jeri-Lynn Thomas to the members of the Board.

STATEMENT OF ACKNOWLEDGEMENT AND RESPECT FOR INDIGENOUS PEOPLES, Read by Chairperson; L.Reid

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as circulated.  
(Moved by M.Piercy, Seconded by E.Payne) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of May 23, 2023; as circulated.  
(Moved by S.Freeman, Seconded by B.Yakachuk) carried.

## QUINTE WEST PUBLIC LIBRARY

June 27, 2023

### BUSINESS ARISING FROM THE MINUTES

- Up-coming Touch-a-truck event is expanding to include the Military.
- Lifejackets are being utilized, about half have been lent out.
- Our Summer Student Eve has started this week, next week Alyssa starts. Also next week the library will facilitate work experience with a Community member via CareerEdge.
- July 3rd is our Summer Kick off which includes programs for all ages.
- The R.Revelle presentation offered on June 17, while we were closed, had no attendance, the hope is to invite him back and host it in the open library for more exposure.
- **Refresh Update:** Trenton has reopened! Response from the public has been fantastic as everyone explores the refreshed library and all the new resources. All the contractors have been so great to work with and Staff are happy to be back serving our Community.

### STAFF REPORTS

#### **Statistical Report**

Motion: to accept the Statistical report for May 2023.  
(Moved by M.Piercy, Seconded by E.Payne) carried.

#### **Financial Report**

Motion: to accept the Financial report for April 2023, showing revenue of \$154,254 and expenditures of \$128,024. .  
(Moved by S.Freeman, Seconded by E.Payne) carried.

#### **Departmental Reports**

Motion: to accept the departmental reports for the first quarter of 2023.  
(Moved by B.Yakachuk, Seconded by S.MacDougall) carried.

### **Chief Executive Officer's Report**

S.Humphreys updated the Board about activities in the Library including:

- S.Humphreys will present a library update to the City Councillors at the meeting tomorrow and D.Couture will introduce Jeri-Lynn Thomas as our new Quinte West Public Library CEO.
- The refresh is on track to come in under budget and still has some furniture to be delivered (due at the end of July). Many thanks to the Parrott foundation for their donation towards refreshing the Children's Area, the kids are enjoying all the new activities. Just a few days into the reopening and the library is extremely busy with people returning and others checking out the renovation.
- Frankford Branch has a new Self-check station installed.

Motion: to accept the CEO Report.

(Moved by M.Piercy, Seconded by S.Freeman) carried.

### **DECISION ITEMS/NEW BUSINESS**

#### **2022 Draft Financial Statements**

S.Humphreys presented the draft 2022 Financial Statements prepared by Wilkinson & Company LLP. Had discussions.

Motion: to approve the 2022 Financial Statements, as received.

(Moved by E.Payne, Seconded by M.Piercy) carried.

### **CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT**

On behalf of the Library Board, B.Yakachuk expressed retirement congratulations and appreciation to CEO Suzanne Humphreys for all the improvements made in the Quinte West Public Library over the past 4.5 years. Flowers and a framed signed letter were presented to S.Humphreys expressing the same (see attached).

QUINTE WEST PUBLIC LIBRARY  
June 27, 2023

DATE OF NEXT MEETING: Tuesday, July 25, 2023 at 2pm (Hybrid)

IN CAMERA SESSION  
There was none.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:43 p.m. (Moved by E.Payne, Seconded by S.Freeman) carried.



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CEO/Secretary/Treasurer



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Chairperson