

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD  
Regular Meeting - May 23, 2023 - 2 p.m.  
(Hybrid) Caucus Room & Google Meet

**Present in-person:**

D.Couture (Chair)  
S.MacDougall  
E.Payne  
M.Piercy

**Present virtually:**

Councillor L.Reid (Vice-Chair)  
Councillor S.Freeman

**Staff in-person:**

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

**Absent:**

B.Yakachuk

CALL TO ORDER

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

APPROVAL OF THE AGENDA

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

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

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of April 25, 2023; as circulated.  
(Moved by S.Freeman, Seconded by L.Reid) carried.

Motion: to accept the minutes of April 25, 2023 In Camera Minutes;  
as circulated.  
(Moved by M.Piercy, Seconded by E.Payne) carried.

QUINTE WEST PUBLIC LIBRARY  
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BUSINESS ARISING FROM THE MINUTES

There was none.

STAFF REPORTS

**Statistical Report**

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

**Financial Report**

S.Humphreys spoke to the fact that this is the first look at January-March 2023 financials.

Motion: to accept the Financial report for March 2023, showing revenue of \$140,666 and expenditures of \$128,058.  
(Moved by L.Reid, Seconded by E.Payne) carried.

**Chief Executive Officer's Report**

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

- An even bigger Touch-a-truck event is returning this summer and planning has begun with the Public Works Dept.
- Along with other local libraries, our library has partnered with the Quinte Region Drowning Prevention Coalition and now offers Lifejackets for lending.
- Via CareerEdge, the library is again offering work experience to a Community member.
- Interviews for Summer Student positions begin this week, through Grants, the library is able to hire two students for eight weeks this summer.
- Library Staff are preparing for Summer Reading Programs & activities.
- On June 17th, during Indigenous Month, the Library is hosting local Indigenous author: Rick Revelle for a presentation showcasing artifacts including raw furs, and wraps, and discussing his books.

## QUINTE WEST PUBLIC LIBRARY

May 23, 2023

- **Refresh Update:** Preparations for the closure of Trenton (and extended hours at Frankford Branch) are proceeding well and the Public has been supportive of the refresh. Staff will be moving forward with the Newspaper Digitization project during the closure. A self check option has been installed at our Frankford branch, the movers arrive in Trenton on May 29th and will move the library in 2 phases. Painting has been ongoing. Unfortunately some of the new furniture will be delayed into late July and will not be installed for the reopening on June 26. Much appreciation to all of the City departments that have a helping hand in our refresh renovation; IT, Purchasing and Maintenance to name a few.

Motion: to accept the CEO Report.

(Moved by E.Payne, Seconded by L.Reid) carried.

### DECISION ITEMS/NEW BUSINESS

There were none.

### CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There were none.

### IN CAMERA SESSION

There was none.

DATE OF NEXT MEETING: Tuesday, June 27, 2023 at 2pm (Hybrid)

### ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:32 p.m. (Moved by L.Reid, Seconded by S.Freeman) carried.



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CEO/Secretary/Treasurer



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Chairperson