

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - July 25, 2023 - 2 p.m.
(Hybrid) Caucus Room & Google Meet

Present in-person:

D.Couture (Chair)
E.Payne
M.Piercy
B.Yakachuk

Present virtually:

Councillor L.Reid

Staff in-person:

Jeri-lynn Thomas (CEO/Secretary/Treasurer)
Y.Wolters (Recording Secretary)

Absent with Notice:

Councillor S.Freeman
S.MacDougall

CALL TO ORDER

D.Couture called the meeting to order at 2 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 E.Payne, Seconded by L.Reid) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of June 27, 2023; as circulated.
(Moved by B.Yakachuk, 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

J.Thomas spoke to the increased usage of the Frankford Branch during the June renovation closure of Trenton and the costs associated with additional open hours there in the future, had discussions.

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

Financial Report

Motion: to accept the Financial report for June 2023, showing revenue of \$143,468 and expenditures of \$244,231.
(Moved by E.Payne, Seconded by B.Yakachuk) carried.

Chief Executive Officer's Report

J.Thomas updated the Board about activities in the Library including:

- The first week was spent shadowing S.Humphreys and getting to know staff.
- The Trenton Branch had very busy reopening days as the public came to see the new changes.
- A meeting is scheduled with Belleville Public Library CEO to discuss Hastinet, reciprocal borrowing and tour their library.
- Our two Summer Students have been a welcome and much appreciated addition to our staff.
- Summer Reading Programs are well underway as well as many programs including two magician shows.
- On Monday, July 17th there was an emergency boiled water alert due to a water main break that affected the west side of Trenton. Signage for the public and staff were posted and bottled water was brought in.
- Looking forward to the Touch-the-Truck event on Wednesday July 26th.

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Renovation Update:

- The carpet tiles have now been fixed
- The new Magnetic Board has been popular however, a number of pieces have broken, the company is in process of replacing the board and components at no charge.
- The Children's area tables and chairs have arrived, we are now waiting for the soft furnishings to arrive.
- The Adult soft furnishings have not arrived yet but should also be here by the end of July along with chairs.
- Our JHSC meeting this week will determine whether we want to add glass doors to the offices and multi-purpose room.
- We are investigating an *in wall smart chute book drop* that would be located in the foyer and deposit returned material directly into the tech room saving Staff time.

Motion: to accept the CEO Report.

(Moved by M.Piercy, Seconded by L.Reid) carried.

DECISION ITEMS/NEW BUSINESS

There was none.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There was none.

DATE OF NEXT MEETING: Tuesday, September 26, 2023 at 2pm (Hybrid)

IN CAMERA SESSION

There was none.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:44 p.m. (Moved by E.Payne, Seconded by L.Reid) carried.



CEO/Secretary/Treasurer



Chairperson