

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - October 24, 2023 - 2 p.m.
(Hybrid) Caucus Room & Google Meet

Present in-person:

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

Present virtually:

Councillor S.Freeman
Councillor L.Reid

Staff in-person:

J.Thomas (CEO/Secretary/Treasurer)
Y.Wolters (Recording Secretary)

CALL TO ORDER

D.Couture called the meeting to order at 1:57 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 S.MacDougall, Seconded by B.Yakachuk) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of September 26, 2023, as circulated.
(Moved by M.Piercy, Seconded by L.Reid) carried.

Motion: to accept the In Camera minutes of September 26, 2023, as amended.
(Moved by E.Payne, Seconded by M.Piercy) carried.

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BUSINESS ARISING FROM THE MINUTES

There was none

STAFF REPORTS

Statistical Report

Motion: to accept the Statistical report for September 2023, as circulated.

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

Financial Report

Motion: to accept the Financial report for September 2023, as circulated.

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

Chief Executive Officer's Report

J.Thomas spoke to the submitted report outlining activities in the library, including a reciprocal borrowing request from Stirling and an update regarding renovation deficiencies. Had discussions re: staffless libraries.

Motion: to accept the CEO's report for September-October 2023, as circulated.

(Moved by E.Payne, Seconded by B.Yakachuk) carried.

DECISION ITEMS/NEW BUSINESS

Strategic Plan Update

As the current Strategic Plan includes the year 2024, work on the next Plan will commence next year.

IN CAMERA SESSION

Motion: to move into closed session at 2:42 p.m. pursuant to the Public Libraries Act, RSO 1990, s.16.1, concerning personal matters regarding an identifiable individual/labour relations.

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

Motion: to return the meeting to an open session at 2:55 p.m.

(Moved by S.Freeman, Seconded by E.Payne) carried.

DRAFT 2024 Library Budget

Motion: that the Quinte West Public Library Board authorizes the CEO to forward the 2024 library budget as presented, to the City Finance Department as ready to go before Council.
(Moved by S.MacDougall, Seconded by B.Yakachuk) carried.

Library Board Google Drive

J.Thomas spoke to the benefits of having a shared Drive to improve the Library Board's access to information. Members would have up-to-date access to all documents, while also improving confidentiality as all current Board members would be assigned a Quinte West email.

Motion: that the Quinte West Public Library Board authorizes the CEO to proceed with IT Services to create a shared Drive for the Library Board.
(Moved by S.MacDougall, Seconded by E.Payne) carried.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

- J.Thomas shared a thank you letter received from the Quinte West Affordable Housing Coalition for not charging rental fees for their meetings in our Multi-purpose room.

Motion: that the Quinte West Public Library Board send a card with a note of appreciation to the Friends of the Library group for their fundraising work over the past 30 years.
(Moved by S.MacDougall, Seconded by E.Payne) carried.

DATE OF NEXT MEETING: Tuesday, November 28, 2023 at 2pm (Hybrid)

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 3:10 p.m. (Moved by B.Yakachuk, Seconded by L.Reid) carried.



CEO/Secretary/Treasurer



Chairperson