

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - September 26, 2023 - 2 p.m.
(Hybrid) Caucus Room & Google Meet

Present in-person:

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

Present virtually:

Councillor S.Freeman
Councillor L.Reid

Staff in-person:

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

Absent with notice:

E.Payne

CALL TO ORDER

D.Couture called the meeting to order at 1:59 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 M.Piercy, Seconded by B.Yakachuk) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of July 25, 2023, as circulated.
(Moved by M.Piercy, Seconded by L.Reid) carried.

QUINTE WEST PUBLIC LIBRARY
September 26, 2023

BUSINESS ARISING FROM THE MINUTES
There was none

STAFF REPORTS

Statistical Report

Motion: to accept the Statistical report for August 2023, as circulated.
(Moved by S.Freeman, Seconded by L.Reid) carried.

Financial Report

Motion: to accept the Financial report for August 2023, as circulated.
(Moved by B.Yakachuk, Seconded by M.Piercy) carried.

Departmental Reports

Motion: to accept the Departmental reports for June-August 2023, as circulated.
(Moved by L.Reid, Seconded by S.Freeman) carried.

Chief Executive Officer's Report

Further to the submitted CEO report, had discussions re: staffless library branches.

Motion: to request the CEO to gather further information re: staffless library benefits, costs and concerns.
(Moved by M.Piercy, Seconded by B.Yakachuk) carried.

Motion: to accept the CEO's report for August-September 2023, as circulated.
(Moved by B.Yakachuk, Seconded by M.Piercy) carried.

QUINTE WEST PUBLIC LIBRARY
September 26, 2023

DECISION ITEMS/NEW BUSINESS

Amendment to 2023 Close Dates

Motion: that the Quinte West Public Library Board amends the library's 2023 closure days to be open regular hours on Friday, September 29, 2023 and closed Saturday, September 30th as per Personnel Policy #6. (Moved by L.Reid, Seconded by S.MacDougal) carried.

Amendment to Library Code of Conduct

Motion: that the Quinte West Public Library Board amends the Library Code of Conduct, as presented. (Moved by S.Freeman, Seconded by L.Reid) carried.

Behaviour in the Library

S.Freeman spoke to concerns from a member of the public regarding various behavioural issues. J.Thomas reviewed the policies and procedures the library has in place to assist staff.

Friends of the Library (FOL) Update

J.Thomas updated the Board regarding the newly ordered return chute for installation in the Tech office and accordingly the need for another office for the Librarians and their programming staff. The FOL book sale room will now house workstations, a collaborative area and programming supplies for five staff members. The remaining FOL books have been moved to another room in the library for future sales when a new committee is formed with the remaining volunteers.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There was none.

DATE OF NEXT MEETING: Tuesday, October 24, 2023 at 2pm (Hybrid)

QUINTE WEST PUBLIC LIBRARY
September 26, 2023

IN CAMERA SESSION

Motion: to move into closed session at 3:01 p.m. pursuant to the Public Libraries Act, RSO 1990, s.16.1, concerning personal matters regarding an identifiable individual/labour relations.

(Moved by M.Piercy, Seconded by B.Yakachuk) carried.

Motion: to return the meeting to an open session.

(Moved by S.MacDougal, Seconded by B.Yakachuk) carried.

Motion: that both the recommendations made during In Camera Session be adopted.

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

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 3:16 p.m. (Moved by B.Yakachuk, Seconded by M.Piercy) carried.



CEO/Secretary/Treasurer



Chairperson