

MINUTES OF THE
QUINTE WEST PUBLIC LIBRARY BOARD
Regular Meeting - December 12, 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 1:59 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 E.Payne) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of November 28, 2023, as amended.
(Moved by L.Reid, Seconded by E.Payne) carried.

QUINTE WEST PUBLIC LIBRARY

December 12, 2023

Motion: to accept the In Camera minutes of November 28, 2023, as circulated.

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

BUSINESS ARISING FROM THE MINUTES

- Gmail accounts are awaiting IT department set-up.

STAFF REPORTS

Statistical Report

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

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

Financial Report

There was none, too early for November financials.

Department Reports

Going forward, the Board will receive monthly department reports.

Motion: to accept the Fall department reports for September-November 2023, as circulated.

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

Chief Executive Officer's Report

J.Thomas updated the Board including; 2024 budget update, holiday programming has been well received, new Winter program guide is almost ready, new POS system (Square) is in process, new e-resources have been added for 2024 (Mango languages, Fiero Code, Gale Courses), renovations will be completed by end of week.

Motion: to accept the CEO's report for November 2023, as presented.

(Moved by S.Freeman, Seconded by L.Reid) carried.

QUINTE WEST PUBLIC LIBRARY
December 12, 2023

DECISION ITEMS/NEW BUSINESS

Alignment with Non Union Wages, Benefits and Vacation

Motion: that the Quinte West Public Library Board approve the adjustment of wages, benefits and vacation for library staff in keeping with the ratified settlement of CUPE as outlined.
(Moved by B.Yakachuk, Seconded by M.Piercy) carried.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

- The comments included in the department reports were noted as excellent feedback from the Community regarding library programming.

DATE OF NEXT MEETING: Tuesday, January 23, 2024 at 2pm (Hybrid)

Dates of 2024 Library Board meetings

As per Board By-Laws, the Quinte West Public Library Board shall hold ten regular meetings per year.

As done in 2023, meetings will be hybrid as follows: in person in the City Hall Caucus Room as well as virtual via Google Meet.

At 2pm on the fourth Tuesday of the month:

1. January 23
2. February 27
3. March 26
4. April 23
5. May 28
6. June 25
7. August 27 (optional)
8. September 24
9. October 22
10. November 26
11. December 17 (if needed)

IN CAMERA SESSION

Motion: to move into closed session at 2:45 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 L.Reid) carried.


Motion: to return the meeting to an open session at 2:50 p.m.
(Moved by E.Payne, Seconded by B.Yakachuk) carried.

Motion: that the following recommendation made during In Camera Session be adopted.

Recommendation: That the Quinte West Public Library Board has completed the performance evaluation probationary review of the CEO and confirms permanent employee status.
(Moved by M.Piercy, Seconded by E.Payne) carried.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 2:55 p.m. (Moved by E.Payne, Seconded by S.Freeman) carried.



CEO/Secretary/Treasurer



Chairperson