

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD

Regular Meeting - September 30, 2020 – 10:30 a.m.

Virtual via Zoom

**Present:** D.Couture (Chair), Councillor L.Reid (Vice-Chair), Councillor S.Freeman, N. Alderson, C.Lane, B.Lloyd, B.Yakachuk

**Staff:** S.Humphreys (CEO/Secretary/Treasurer), Y.Wolters (Recording Secretary)

CALL TO ORDER

D.Couture called the meeting to order at 10:29 a.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as circulated.

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

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of August 26, 2020; including In Camera minutes, as circulated.

(Moved by S.Freeman, Seconded by B.Lloyd) carried.

BUSINESS ARISING FROM THE MINUTES

The new Self-Serve Pay Station is now fully operational.

Rebranding the library logo continues with input from Board members and Staff.

Loanable hotspots are almost ready to launch, details are being finalised before being available to Patrons.

STAFF REPORT

**Statistical Report**

Motion: to accept the statistical report for August, 2020.

(Moved by L.Reid, Seconded by C.Lane) carried.

**Financial Report**

Motion: to accept the financial report for August 2020, showing revenue of \$218,086. and expenditures of \$108,486.

(Moved by S.Freeman, Seconded by N.Alderson) carried.

QUINTE WEST PUBLIC LIBRARY

September 30, 2020

**Chief Executive Officer's Report**

S.Humphreys spoke to the submitted CEO report regarding library activities including; enforcement of mask wearing and contact tracing, October Canadian Library month, logo rebranding project, loanable hotspot program, digital magazines, and costs re: potential Sunday opening hours.

Had discussions re: potential for Sunday operating hours at Trenton branch as brought forward at the September City Council meeting.

Motion: to table any Sunday opening discussions until after the pandemic.  
(Moved by S.Freeman, Seconded by L.Reid) carried.

Motion: to accept the CEO report, as circulated.  
(Moved by N.Alderson , Seconded by B.Lloyd) carried.

**Quarterly Departmental Reports**

Motion: to accept the quarterly departmental reports.  
(Moved by C.Lane, Seconded by B.Yakachuk) carried.

DECISION ITEMS/NEW BUSINESS

**Stirling Mill Partnership:**

Recommendation: that the Quinte West Library Board approve a partnership between the QWPL and the Stirling MILL.

Motion: that the Quinte West Library Board have the local Health Unit review and advise re: the health & safety of the sanitization process proposed in the Stirling Mill partnership recommendation, before a decision is made.

(Moved by S.Freeman, Seconded by N.Alderson) carried.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There were none.

DATE OF NEXT MEETING: October 28, 2020

IN-CAMERA SESSION

There was none.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 11:18 a.m. (Moved by L.Reid, Seconded by N.Alderson) carried.

*Suzanne Humphreys*

CEO/Secretary/Treasurer

*Dag Coetere*

Chairperson