

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD  
Regular Meeting - March 31, 2021 – 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 presented.  
(Moved by L.Reid, Seconded by B.Lloyd) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of February 24, 2021; as circulated.  
(Moved by S.Freeman, Seconded by B.Yakachuk) carried.

BUSINESS ARISING FROM THE MINUTES

**Stirling M.I.L.L.** S.Humphreys has done multiple interviews promoting our new partnership with the Stirling M.I.L.L.

STAFF REPORT

**Statistical Report**

Motion: to accept the statistical report for February 2021.  
(Moved by C.Lane, Seconded by B.Lloyd) carried.

**Financial Report**

Motion: to accept the financial report for January 2021, showing revenue of \$132,096. and expenditures of \$102,955.  
(Moved by S.Freeman, Seconded by N.Alderson) carried.

### **Quarterly Department Reports**

Motion: to accept the quarterly department reports.  
(Moved by L.Reid, Seconded by B.Lloyd) carried.

### **Chief Executive Officer's Report**

S.Humphreys updated the board on activities and developments in the library during the preceding month including; receiving some opposition from the public regarding the mask policy and an anti-mask protest that happened last week. April's Library Newsletter highlighting upcoming library activities was shared. The approaching launch of the new Logo alongside the new website, includes the possibility of a new sign above the Library entrance in Trenton.

Motion: to accept the CEO Report.  
(Moved by N.Alderson, Seconded by C.Lane) carried.

### **DECISION ITEMS/NEW BUSINESS**

#### **Library Merchandise**

To coincide with the launch of the new website and new visual identity, the library will have some items for sale branded with the library logo. S.Humphreys shared what the water tumblers/mugs and & book bags look like with our new Logo. If these items are viewed primarily as promotional material which help elevate the library brand then the library can sell at cost and wouldn't have to charge the purchaser tax. This would make for a simpler financial transaction as the library would have direct cost exemption from charging tax.

Motion: that the Quinte West Public Library Board approve the selling of library branded merchandise at cost.  
(Moved by S.Freeman, Seconded by L.Reid) carried.

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CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

S.Humphreys shared a card received from the family of a beloved library patron, expressing their thanks for the care the library had given to her over the last 20 years.

DATE OF NEXT MEETING: April 28, 2021

IN CAMERA SESSION

There was none.

ADJOURNMENT

Motion: that the Quinte West Public Library Board now adjourn at 10:54 a.m. (Moved by B.Lloyd, Seconded by C.Lane) carried.

*Suzanne Humphreys*

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CEO/Secretary/Treasurer

*Doug Couture*

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Chairperson