

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD

April 25, 2018 – 2:00 p.m.

Multi-Purpose Room

Present: J. Vanleeuwen – Chair  
D. Couture  
S. Freeman  
N. Gates  
C. Lane  
G. Quinn  
B. Yakachuk

Staff: R. Turtle  
C. Boutilier  
Y. Wolters

CALL TO ORDER

J. Vanleeuwen called the meeting to order at 2:00 p.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as circulated.  
(Freeman, Gates) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of March 28, 2018 as circulated.  
(Yakachuk, Couture) carried.

## QUINTE WEST PUBLIC LIBRARY

April 25, 2018 (cont'd)

### BUSINESS ARISING FROM THE MINUTES

**2018 Funding** - Earlier this month, the Federation of Ontario Public Libraries' initiative to increase the Public Library Operating Grant funding to give greater support for all public and First Nation libraries and Ontario's Digital Library in the 2018 provincial budget, has passed. R. Turtle has relayed thanks on behalf of the library board.

**RFID Planning** – The Request for Proposal has closed with ten responders. R. Turtle met with Belleville library CEO; T. Pross to review the applicants. Hastinet Board will meet next week.

### STAFF REPORTS

**Chief Executive Officer's Report** – R. Turtle updated the board on activities in the library in the preceding month.

#### Financial Report for January and February 2018

Motion: to accept the Financial report for January and February 2018 showing revenues of \$ 228,159 and expenditures of \$250,072.

(Gates, Lane) carried.

**CEO Selection Committee** – R. Turtle presented a draft updated CEO Job Description.

Motion: to accept the new CEO Job description.

(Freeman, Yakachuk) carried.

QUINTE WEST PUBLIC LIBRARY

April 25, 2018 (cont'd)

DECISION ITEMS/NEW BUSINESS

**Corporate Resources Use Policy for Election Purposes** – The Municipal Elections Act conveys that before May 1 in the year of a regular election, municipalities **and local boards** shall establish rules and procedures with respect to the use of municipal resources during the election campaign period. Given that the Library Board is appointed by City Councillors, that the term of the Board is tied to municipal elections, and that the Library shares the City's facilities, it is recommended that the Board adopt the City's policy for same.

Motion: That the Quinte West Public Library adopt the City of Quinte West's *Corporate Resources Use Policy for Election Purposes*.

(Couture, Quinn) carried.

**Facilities Use Agreement**

The amended Facilities Use Agreement was reviewed and approved.  
Note: policy was rewritten for clarification purposes only.

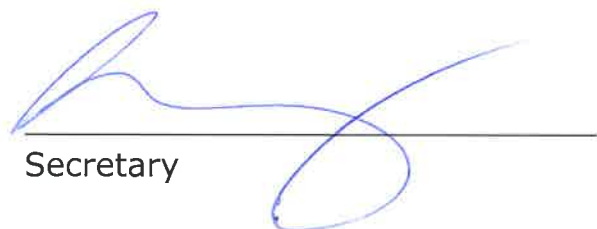
CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

There was none.

DATE OF NEXT MEETING: May 30th, 2018 2:00 p.m. Quiet Study Room

AJOURNMENT

Motion: to adjourn.  
(Couture, Lane) carried.

  
Secretary

  
Chair