

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD

December 19, 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

S. Humphreys

M. Lake

Y. Wolters

Also present: L. Reid

CALL TO ORDER

J. Vanleeuwen called the meeting to order at 2:10 p.m.

APPROVAL OF THE AGENDA

Motion: to accept the agenda, as amended.  
(Freeman, Lane) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

IN CAMERA SESSION

Motion: to move into closed session at 2:19 p.m. pursuant to  
Section 239 (2) (b) of the Municipal Act, regarding personnel  
matters.

(Gates, Yakachuk) carried.

Motion: to return the meeting to an open session.

(Freeman, Yakachuk) carried.

## QUINTE WEST PUBLIC LIBRARY

December 19, 2018 (cont'd)

### MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of November 28, 2018, as circulated.

(Freeman, Gates) carried.

### BUSINESS ARISING FROM THE MINUTES

#### **RFID Project Update**

R. Turtle reported that tagging the collection in Trenton and Frankford is almost complete. Installation of the gates is complete at the Belleville Public Library with Trenton and Frankford to be done in January.

#### **Exploration of a Human Resources Agreement with City of Quinte West**

R. Turtle and S. Humphreys have met with the city and have had an initial meeting regarding the possibility of a human resources agreement.

#### **Onboarding of new CEO**

R. Turtle has continued to work together with incoming CEO; S. Humphreys regarding the transition.

### STAFF REPORTS

**Chief Executive Officer's Report** – R. Turtle updated the board on activities in the library in the preceding month including staff professional development done in 2018 and quarterly reports from the Adult and Children's services departments.

#### **Financial Report for November 2018**

Motion: to accept the Staff Report, including Financial for November 2018 showing revenues of \$ 209 093 and expenditures of \$ 105,574. (Yakachuk, Lane) carried.

QUINTE WEST PUBLIC LIBRARY

December 19, 2018 (cont'd)

DECISION ITEMS/NEW BUSINESS

**Legacy Document (OLBA) Leadership by Design**

This legacy document will be passed on to the new 2019-2022 library board.

CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

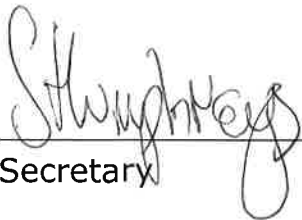
There were none

DATE OF NEXT MEETING: to be announced January 2019.

AJOURNMENT

Motion: to adjourn.

(Couture, Yakachuk) carried.

  
Secretary

  
Chair