

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD  
November 28, 2018 – 2:00 p.m.  
Multi-Purpose Room

Present: J. Vanleeuwen – Chair  
D. Couture  
S. Freeman  
N. Gates  
C. Lane  
B. Yakachuk  
Staff: R. Turtle  
S. Humphreys  
Y. Wolters  
Regrets: G. Quinn

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 amended.  
(Freeman, Lane) carried.

DECLARATION OF PECUNIARY INTEREST

There were none.

MINUTES OF THE PRECEDING MEETING

Motion: to accept the minutes of October 31, 2018, as amended.  
(Couture, Yakachuk) carried.

BUSINESS ARISING FROM THE MINUTES

**RFID Project Update**

R. Turtle reported that the tagging in Trenton is almost done and now the focus is tagging the Frankford collection. Installation of the gates is being organized between all parties involved but likely will not happen until 2019.

## QUINTE WEST PUBLIC LIBRARY

November 28, 2018 (cont'd)

### **Onboarding of new CEO**

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

The job posting for the Children's Librarian position has gone external, with a closing date in December.

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

This dialogue will be postponed until the new year and City council is settled.

## STAFF REPORTS

**Chief Executive Officer's Report** – R. Turtle updated the board on activities in the library in the preceding month including that the two vacant part-time positions have been filled.

### **Financial Report for October 2018**

The Financial report for October shows revenues of \$ 117,187 and expenditures of \$ 107,434.

Motion: to accept the Staff Report including Financial, as presented.  
(Freeman, Gates) carried.

## DECISION ITEMS/NEW BUSINESS

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

D. Couture led discussions regarding the analysis of the Library Boards' past term and one summary document will be offered for the next Boards usage.

## CORRESPONDENCE, ITEMS OF INFORMATION AND PUBLIC INPUT

R. Amesse has announced his retirement effective April 30, 2019.

C. Lane relayed thanks from the Writer's Circle group to the Board.

S. Freeman shared a complaint received from a member of the public regarding condition of some audiobook discs.

QUINTE WEST PUBLIC LIBRARY

November 28, 2018 (cont'd)

DATE OF NEXT MEETING: December 19, 2018 2:00 p.m. Multi-Purpose Room

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.

(Yakachuk, Couture) carried.

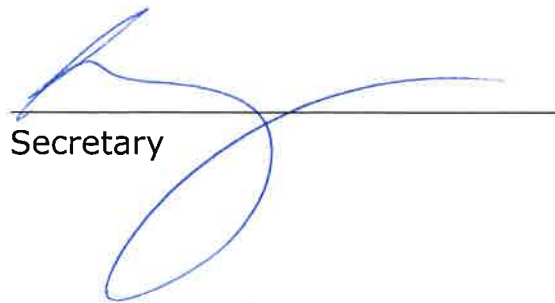
Motion: to return from a closed session of the Board, to an open session.

(Freeman, Yakachuk) carried.

AJOURNMENT

Motion: to adjourn.

(Freeman, Lane) carried.

  
Secretary

  
Chair