

MINUTES OF THE  
QUINTE WEST PUBLIC LIBRARY BOARD  
Special Meeting  
March 13, 2020 – 1:00 p.m.  
Quiet Study Room

Present: D. Couture – Chair  
N. Alderson  
S. Freeman  
C. Lane  
B. Lloyd  
L. Reid  
B. Yakachuk  
Staff: S. Humphreys  
Y. Wolters

CALL TO ORDER

D. Couture called the meeting to order at 1:00 p.m.

APPROVAL OF THE AGENDA

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

DECLARATION OF PECUNIARY INTEREST

There were none.

DECISION ITEMS/NEW BUSINESS

**Suspension of library programs**

S. Humphreys addressed the escalation of cancellations as the COVID-19 virus continues to spread globally causing heightened concern. The Board reviewed the document received from the City's Senior Leadership Team. Procedures are now in place regarding potential situations affecting City staff and they continue to monitor the situation.

Discussions re: the library's concern and obligation to protect the health of the public as well as library staff.

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Motion: to suspend all library programs and events, including March Break effective immediately and until further notice.  
(Freeman, Reid) carried.

**Suspension of Room Rentals:**

Currently the library has posted Notices from the Health Unit in the library as well as online regarding recommended hygiene etiquette and best practices to help stop the spread of germs etc.  
Discussions re: the library's concern and obligation to protect the health of the public as well as library staff.

Motion: to keep the Multi-purpose and Quiet Study rooms open for booking as the public are all aware of the public health issue happening now.  
(Reid, Yakachuk) carried.

**Closure of the library:**

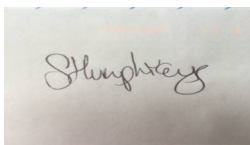
This is not happening now but if the City of Quinte West decides to close all municipal buildings, the library would close at both locations, should this happen, the Board will meet again for decision making regarding Staff.

**Amendment to voting procedures:**

Had discussions regarding how to meet for decision making, during a health crisis that is asking that people self-isolate. Amend the By-law to have polls by remote?

**ADJOURNMENT**

Motion: that the Quinte West Public Library Board now adjourn at 1:25 p.m. (Freeman, Reid) carried.



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Secretary



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Chairperson