



Clarington Public Library

Regular Board Meeting Minutes January 25, 2017

Minutes of a regular meeting of the Library Board held on January 25, 2017 at 5:00 p.m. in Room 1C of the Municipal Administration Centre.

Terri Gray chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Brenda Carrigan	Terri Gray	Judy Hagerman
Councillor Ron Hooper	Councillor Joe Neal	Gail Rickard
Jacob Vander Schee		

Regrets:

Kerri Davis	Sarah White
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Staff Present:

Linda Kent, Chief Executive Officer Sarah Vaisler, Deputy Director
Megan Elliott, Manager of Business Administration
Nancy Sandercock, Manager of Human Resources
Melissa Scott, Manager of Service Excellence

2. **Approval of Agenda**

Motion #LB001-17

Moved by Jacob Vander Schee, seconded by Brenda Carrigan

THAT the Clarington Public Library Board approve the agenda of the January 25, 2017 Board Meeting.

Carried

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Introduction of New Manager of Human Resources**

The CEO introduced Nancy Sandercock, Manager of Human Resources who started her employment on January 3rd with the Clarington Public Library. The Board members introduced themselves and welcomed Nancy to the Clarington Public Library.

5. **Elections of the Officers of the Board**

The CEO assumed the Chair for election of the Chair and declared nominations open for the position of Chair.

Motion #LB002-17

Moved by Gail Rickard, seconded by Jacob Vander Schee

THAT Terri Gray be nominated for Chair.

Carried

Elections of the Officers of the Board (continued)**Motion #LB003-17**

Moved by Jacob Vander Schee, seconded by Judy Hagerman

THAT nominations for Chair be closed.

Carried

Nominations were closed and Terri Gray was acclaimed as Board Chair for 2017. The Chair declared nominations open for the position of Vice-Chair.

Motion #LB004-17

Moved by Brenda Carrigan and seconded by Gail Rickard.

THAT Judy Hagerman be nominated for Vice Chair.

Carried

Motion #LB005-17

Moved by Jacob Vander Schee, seconded by Gail Rickard

THAT nominations for Vice Chair be closed.

Carried

Nominations were closed and Judy Hagerman was acclaimed as Board Vice Chair for 2017.

6. Appointment of Library Member to Southern Ontario Library Service (SOLS)**Motion #LB006-17**

Moved by Gail Rickard, seconded by Judy Hagerman

THAT Brenda Carrigan be the Clarington Public Library representative on the SOLS trustee council for 2017.

Carried

Motion #LB007-17

Moved by Councillor Neal, seconded by Judy Hagerman

THAT nominations for appointment on the SOLS trustee council be closed.

Carried

Nominations were closed and Brenda Carrigan was acclaimed as the Clarington Public Library representative on the SOLS trustee council for 2017.

7. Approval of Previous Minutes**Motion #LB008-17**

Moved by Councillor Hooper, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board approve the minutes of the November 23, 2016 Regular Board Meeting.

Carried

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8. **Administrative Report No. A01-17: November 30, 2016 Financial Report and December 31, 2016 Financial Report**
Motion #LB009-17
Moved by Brenda Carrigan, seconded by Judy Hagerman
THAT Administrative Report No. A01-17: November 30, 2016 Financial Report be received.
Carried
- Motion #LB010-17**
Moved by Gail Rickard, seconded by Judy Hagerman
THAT the Clarington Public Library Board approve the November 30, 2016 and December 31, 2016 Financial Reports.
Carried
9. **Administrative Report No. A02-17: Financial Accountability**
Motion #LB011-17
Moved by Gail Rickard and seconded by Jacob Vander Schee
THAT the Clarington Public Library Board receive Administrative Report No. A02-17 as information.
Carried
10. **Administrative Report No. A03-17: Board Policy Review - Donations**
Motion #LB012-17
Moved by Councillor Neal, seconded by Brenda Carrigan
THAT the Clarington Public Library Board receive Administrative Report No. A03-17.
Carried
- Motion #LB013-17**
Moved by Judy Hagerman, seconded by Jacob Vander Schee
THAT the Clarington Public Library Board approve the Donations Policy as presented.
Carried
11. **Administrative Report No. A04-17: 2017 Library Board Meeting Dates**
Motion #LB014-17
Moved by Brenda Carrigan and seconded by Councillor Hooper
THAT the Clarington Public Library Board receive Administrative Report No. A04-17: 2017 Library Board Meeting Dates.
Carried
- Motion #LB015-17**
Moved by Gail Rickard, seconded by Judy Hagerman
THAT the Clarington Public Library Board approve the proposed meeting dates for the current year.
Carried

12. **Correspondence - None**

13. **Report from the Chief Executive Officer**

Motion #LB016-17

Moved by Brenda Carrigan, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive the December 2016 – January 2017 CEO Report from the Chief Executive Officer.

Carried

14. **Updates**

- **Southern Ontario Library Service (SOLS)** – B. Carrigan (verbal)
The next SOLS Board meeting will be held on February 3rd, 2017 and highlights of that meeting will be shared at the February Board Meeting.

15. **Closed Session to Discuss Personnel Item (verbal)**

Motion #LB017-17

Moved by Gail Rickard, seconded by Judy Hagerman

THAT the Clarington Public Library Board move into closed session to discuss a personnel item.

Carried

No motions were made in closed session.

16. **New Business**

On behalf of the Clarington Public Library Board, Board Chair Terri Gray thanked Gail Rickard for her years of service and contributions as Board Chair of the Clarington Public Library Board.

17. **Adjournment**

Motion #LB019-17

Moved by Jacob Vander Schee

THAT the meeting of the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:45 p.m.