



Clarington Public Library

Regular Board Meeting Minutes March 22, 2017

Minutes of a regular meeting of the Library Board held on March 22, 2017 at 5:00 p.m. in Room 1C of the Municipal Administration Centre.

Judy Hagerman chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Brenda Carrigan
Councillor Joe Neal

Judy Hagerman
Gail Rickard

Councillor Ron Hooper
Jacob Vander Schee

Regrets:

Kerri Davis

Terri Gray

Sarah White

Staff Present:

Linda Kent, Chief Executive Officer
Megan Elliott, Manager of Business Administration
Kiley Percy, Manager of Public Service (Acting)
Nancy Sandercock, Manager of Human Resources
Melissa Scott, Manager of Service Excellence

2. **Approval of Agenda**

Motion #LB034-17

Moved by Brenda Carrigan, seconded by Gail Rickard

THAT the Clarington Public Library Board approve the agenda of the March 22, 2017 Board Meeting, as amended (Item under New Business).

Carried

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Approval of Previous Minutes**

Motion #LB035-17

Moved by Councillor Hooper, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board approve the minutes of the February 22, 2017 Regular Board Meeting; and

THAT the Clarington Public Library Board approve the closed session minutes of the February 22, 2017 Regular Board Meeting.

Carried

5. Administrative Report No. A10-17: February 28, 2017 Financial Report**Motion #LB036-17**

Moved by Gail Rickard, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve Administrative Report No. A10-17: February 28, 2017 Financial Report.

Carried

6. Administrative Report No. A11-17: Winter WonderLearn 2017**Motion #LB037-17**

Moved by Gail Rickard, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board receive and approve Administrative Report No. A06-17: Health & Safety Statement.

Carried

7. Administrative Report No. A12-17: Board Policies Review: Board Member Indemnity and Code of Conduct for Board Members**Motion #LB038-17**

Moved by Councillor Neal, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve the Board policies Board Member Indemnity and Code of Conduct for Board Members as amended.

Carried

8. Correspondence – None**9. Report from the Chief Executive Officer****Motion #LB039-17**

Moved by Brenda Carrigan, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive the March 2017 CEO Report from the Chief Executive Officer as information.

Carried

10. New Business

Vice-Chair Judy Hagerman referred to Section 13 (c) of the Ontario Public Libraries Act that states that a board member ceases to be qualified for membership on the board if they are “absent from the meetings of the board for three consecutive months without being authorized by board resolution”. As a result of unavoidable circumstances, Board Member Sarah White has been absent from the January, February, and March 2017 meetings. It is respectfully requested that the Board provide its authorization for those absences.

Motion #LB040-17

Moved by Gail Rickard, seconded by Councillor Neal

THAT the absence of board member Sarah White from the January, February, and March 2017 meetings of the Clarington Public Library Board are hereby authorized.

Carried

11. **Updates:**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan
The next SOLS meeting is scheduled for April 26th and will be held in the Town of Georgina.

12. **Closed Session to Discuss Confidential Administrative Report No. A09-17 Addendum (Personnel Item)**

Motion #LB041-17

Moved by Councillor Neal, seconded by Gail Rickard

THAT the Clarington Public Library Board move into closed session.

Carried

13. **Motion #LB044-17**

Moved by Brenda Carrigan, seconded by Jacob Vander Schee

THAT the motions made in closed session be approved.

Carried

14. **Adjournment**

Motion #LB045-17

Moved by Jacob Vander Schee seconded by Councillor Neal

THAT the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:55 p.m.