



# Clarington Public Library

## Regular Board Meeting Minutes April 26, 2017

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Minutes of a regular meeting of the Library Board held on April 26, 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  
Judy Hagerman  
Sarah White

Kerri Davis  
Councillor Ron Hooper

Terri Gray  
Jacob Vander Schee

**Regrets:**

Councillor Joe Neal

**Staff Present:**

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

2. **Approval of Agenda**

**Motion #LB046-17**

Moved by Jacob Vander Schee, seconded by Judy Hagerman

*THAT the Clarington Public Library Board approve the agenda of the April 26, 2017 Board Meeting.*

**Carried**

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Approval of Previous Minutes**

**Motion #LB047-17**

Moved by Gail Rickard, seconded by Judy Hagerman

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

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

**Carried**

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**5. Administrative Report No. A14-17: March 31, 2017 Financial Report****Motion #LB048-17**

Moved by Judy Hagerman, seconded by Councillor Ron Hooper

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A14-17: March 31, 2017 Financial Report.*

**Carried**

**6. Administrative Report No. A15-17: Service Transactions – First Quarter (Q1) 2017****Motion #LB049-17**

Moved by Judy Hagerman, seconded by Jacob Vander Schee

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A15-17: Health & Safety Statement.*

**Carried**

**7. Administrative Report No. A16-17: Board Policy Review: Canadian Federation of Library Associations (CFLA) Statement on Intellectual Freedom and Libraries****Motion #LB050-17**

Moved by Brenda Carrigan, seconded by Judy Hagerman

*THAT the Clarington Public Library Board receive and approve the Board policy: CFLA Statement on Intellectual Freedom and Libraries as presented.*

**Carried**

**8. Correspondence – As listed in the agenda****Motion #LB051-17**

Moved by Councillor Ron Hooper, seconded by Judy Hagerman

*THAT the Clarington Public Library Board receive correspondence item I-1.*

**Carried**

Library Board Member Kerri Davis submitted a letter of resignation effective June 28, 2017 due to relocation her outside the Clarington community. The Chair thanked Kerri for her three years of community service as a Library Board member.

**Motion #LB052-17**

Moved by Gail Rickard, seconded by Sarah White

*THAT the Clarington Public Library Board accept Kerri Davis' resignation, with regret, and direct staff to inform the Clerk's Office so they may begin the replacement process.*

**Carried**

**9. Report from the Chief Executive Officer****Motion #LB053-17**

Moved by Brenda Carrigan, seconded by Sarah White

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

**Carried**

10. **New Business - None**

11. **Updates:**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan  
The SOLS Trustee Council 5 meeting was held on April 22<sup>nd</sup> in the Town of Georgina. Topics of discussion included funding for libraries including the Public Library Operating Grant. Brenda provided a copy of the Federation of Ontario Public Libraries (FOPL) Executive Director's Report which will be distributed with the May Agenda.

12. **Closed Session to Discuss Personnel Item**

**Motion #LB054-17**

Moved by Judy Hagerman, seconded by Councillor Hooper

*THAT the Clarington Public Library Board move into closed session.*

**Carried**

CEO Linda Kent and Managers Kiley Percy, Melissa Redden and Nancy Sandercock left the meeting for the closed session.

**Motion #LB057-17**

Moved by Gail Rickard, seconded by Judy Hagerman

*THAT the motions made in closed session be approved.*

**Carried**

CEO Linda Kent returned to the Board meeting in open session.

13. **Discussion Surrounding 2017 Library Work Plan**

**Motion #LB058-17**

Moved by Brenda Carrigan, seconded by Sarah White

*THAT the Clarington Public Library Board receive and approve the Annual Library Work Plan.*

**Carried**

14. **Adjournment**

**Motion #LB059-17**

Moved by Jacob Vander Schee, seconded by Judy Hagerman

*THAT the Clarington Public Library Board be adjourned.*

**Carried**

The meeting adjourned at 5:45 p.m.