



Clarington Public Library

Regular Board Meeting Minutes June 28, 2017

Minutes of a regular meeting of the Library Board held on June 28, 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	Janice Jones	Sarah White

Regrets:

Councillor Joe Neal	Gail Rickard	Jacob Vander Schee
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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. **Introduction of New Library Board Member**

CEO Linda Kent introduced newly appointed Library Board Member Janice Jones.

3. **Approval of Agenda**

Motion #LB068-17

Moved by Brenda Carrigan, seconded by Judy Hagerman

THAT the Clarington Public Library Board approve the agenda of the June 28, 2017 Board Meeting, as amended.

Carried

The amendment to the agenda is the addition of the correspondence under Item 9.

4. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

5. **Approval of Previous Minutes**

Motion #LB069-17

Moved by Brenda Carrigan, seconded by Councillor Hooper

THAT the Clarington Public Library Board approve the minutes of the May 24, 2017 Regular Board Meeting.

Carried

6. Approval of 2016 Audited Financial Statements**Motion #LB070-17**

Moved by Sarah White, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive and approve the 2016 Audited Financial Statements from Grant Thornton LLP.

Carried

Motion #LB071-17

Moved by Councillor Hooper, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve the Report to the Board of Directors – Communication of audit strategy and results for the year ended December 31, 2016.

Carried

Board Members thanked Irfan Ahmad, Senior Manager of Grant Thornton LLP, for an informative overview of the audit.

7. Administrative Report No. A21-17: May 31, 2017 Financial Report**Motion #LB072-17**

Moved by Judy Hagerman, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve Administrative Report No. A21-17: May 31, 2017 Financial Report.

Carried

8. Administrative Report No. A22-17: Board Policy Review for Accessible Customer Service**Motion #LB073-17**

Moved by Judy Hagerman, seconded by Sarah White

THAT the Clarington Public Library Board receive and approve the Accessible Customer Service Policy as presented.

Carried

9. Correspondence –

June 26/17 Email from Jean-Michel Komarnicki sharing he has relinquished his duties as the curator for the Artspace on the Mezzanine at the Bowmanville Branch after 9 years.

Motion #LB074-17

Moved by Brenda Carrigan, seconded by Sarah White

THAT the Clarington Public Library Board receive correspondence Item I-1 as listed.

Carried

Motion #LB075-17

Moved by Judy Hagerman, seconded by Janice Jones

THAT the Clarington Public Library Board direct the CEO to write a letter of appreciation to Jean-Michel for his contributions.

Carried

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

Motion #LB076-17

Moved by Judy Hagerman, seconded by Sarah White

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

Carried

11. **New Business – None**

12. **Updates**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan (verbal)
The SOLS Board meeting was held on June 16th and 17th in Toronto and the next meeting will be held in October.

13. **Adjournment**

Motion #LB077-17

Moved by Judy Hagerman, seconded by Councillor Hooper

THAT the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:30 p.m.