



Clarington Public Library

Regular Board Meeting Minutes September 27, 2017

Minutes of a regular meeting of the Library Board held on September 27, 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
Councillor Ron Hooper
Gail Rickard

Terri Gray
Janice Jones
Jacob Vander Schee

Judy Hagerman
Councillor Joe Neal

Regrets:

Sarah White

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 #LB078-17

Moved by Judy Hagerman, seconded by Gail Rickard

THAT the Clarington Public Library Board approve the agenda of the September 27, 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 #LB079-17

Moved by Judy Hagerman, seconded by Brenda Carrigan

THAT the Clarington Public Library Board approve the minutes of the June 28, 2017 Regular Board Meeting.

Carried

5. **Administrative Report No. A23-17: August 31, 2017 Financial Report**

Motion #LB080-17

Moved by Judy Hagerman, seconded by Councillor Neal

THAT the Clarington Public Library Board receive and approve Administrative Report No. A23-17: August 31, 2017 Financial Report.

Carried

6. **Administrative Report No. A24-17: Budget Meeting Structure/2018 Budget Meeting Timetable**

Motion #LB081-17

Moved by Brenda Carrigan, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board receive and approve Administrative Report No. A24-17: Budget Meeting Structure/2018 Budget Meeting Timetable.

Carried

7. **Administrative Report No. A25-17: Service Transactions – Second Quarter (Q2) Report 2017**

Motion #LB082-17

Moved by Gail Rickard, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive Administrative Report No. A25-17: Service Transactions – Second Quarter (Q2) Report 2017 as information.

Carried

8. **Administrative Report No. A26-17: Summer Reading Club 2017**

Motion #LB083-17

Moved by Brenda Carrigan, seconded by Janice Jones

THAT the Clarington Public Library Board receive Administrative Report No. A26-17: Summer Reading Club 2017 as information.

Carried

9. **Administrative Report No. A27-17: Board Policy Review for Original Works of Art for Library Spaces**

Motion #LB084-17

Moved by Judy Hagerman, seconded by Councillor Neal

THAT the Clarington Public Library Board receive and approve Administrative Report No. A27-17: Board Policy Review for Original Works of Art for Library Spaces as presented.

Carried

10. **Correspondence – None**

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

Motion #LB085-17

Moved by Brenda Carrigan, seconded by Judy Hagerman

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

Carried

12. **New Business - None**

13. **Updates**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan (verbal)
The next SOLS Trustee Council 5 meetings will be held on October 13 and 14, 2017.

14. **Adjournment**

Motion #LB086-17

Moved by Jacob Vander Schee, seconded by Councillor Neal

THAT the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:25 p.m.