



Clarington Public Library

Regular Board Meeting Minutes October 25, 2017

Minutes of a regular meeting of the Library Board held on October 25, 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

Judy Hagerman

Councillor Ron Hooper

Janice Jones

Gail Rickard

Sarah White

Regrets:

Terri Gray

Councillor Joe Neal

Jacob Vander Schee

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)

2. **Approval of Agenda**

Motion #LB087-17

Moved by Brenda Carrigan, seconded by Councillor Hooper

THAT the Clarington Public Library Board approve the agenda of the October 25, 2017 Board Meeting, as amended.

Carried

C.E.O. Linda Kent added "Courtice Branch Update" under Item 10. New Business.

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Approval of Previous Minutes**

Motion #LB088-17

Moved by Gail Rickard, seconded by Janice Jones

THAT the Clarington Public Library Board approve the minutes of the September 27, 2017 Regular Board Meeting.

Carried

5. **Administrative Report No. A28-17: September 30, 2017 Financial Report**

Motion #LB089-17

Moved by Sarah White, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve Administrative Report No. A28-17: September 30, 2017 Financial Report.

Carried

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6. **Administrative Report No. A29-17: 2018 Current and Capital Budget Requests and 2019-2022 Current/Capital Forecasts**
- Motion #LB090-17**
- Moved by Janice Jones, seconded by Councillor Hooper
- THAT the Clarington Public Library Board receive Administrative Report No. A29-17: 2018 Current/Capital Budget Requests and 2019-2022 Current/Capital Forecasts.*
- Carried**
- Motion #LB091-17**
- Moved by Gail Rickard, seconded by Sarah White
- THAT the Clarington Public Library Board approve the 2018 Current/Capital Budget Requests and 2019-2022 Current/Capital Forecasts, as outlined in this report.*
- Carried**
- Motion #LB092-17**
- Moved by Brenda Carrigan, seconded by Janice Jones
- THAT the Clarington Public Library Board forward these requests and forecasts to the Municipal Council.*
- Carried**
7. **Administrative Report No. A30-17: Board Policy Review for Board Bylaws**
- Motion #LB093-17**
- Moved by Councillor Hooper, seconded by Sarah White
- THAT the Clarington Public Library Board receive and approve Administrative Report No. A30-17: Board Policy Review for Board Bylaws as presented.*
- Carried**
8. **Correspondence – None**
9. **Report from the Chief Executive Officer**
- Motion #LB094-17**
- Moved by Brenda Carrigan, seconded by Janice Jones
- THAT the Clarington Public Library Board receive the October 2017 CEO Report from the Chief Executive Officer as information.*
- Carried**
10. **New Business**
- **Courtice Branch Update** – C.E.O. Linda Kent (verbal)
Linda Kent updated the Board members about an incident concerning two local students at the Courtice Branch.

11. **Updates**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan (verbal)
Brenda Carrigan provided a brief update about the SOLS Trustee Council 5 meetings recently held on October 13 and 14, 2017.

12. **Adjournment**

Motion #LB095-17

Moved by Councillor Hooper

THAT the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:50 p.m.

Date: _____ Signature: _____
Terri Gray, Board Chair