



# Clarington Public Library

## Regular Board Meeting Minutes December 13, 2017

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Minutes of a regular meeting of the Library Board held on December 13, 2017 at 5:00 p.m. in Room 1C of the Municipal Administration Centre.

Terri Gray chaired the Meeting and Kiley Percy acted as Recording Secretary.

1. **Attendance**

**Present:**

Brenda Carrigan	Terri Gray	Judy Hagerman
Janice Jones	Councillor Neal	Gail Rickard
Jacob Vander Schee		

**Regrets:**

Councillor Ron Hooper     Sarah White

**Staff Present:**

Linda Kent, Chief Executive Officer  
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 #LB102-17**

Moved by Councillor Neal, seconded by Judy Hagerman

*THAT the Clarington Public Library Board approve the agenda of the December 13, 2017 Board Meeting, as amended to include 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 #LB103-17**

Moved by Brenda Carrigan, seconded by Judy Hagerman

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

**Carried**

5. **Administrative Report No. A33-17: November 30, 2017 Financial Report**

**Motion #LB104-17**

Moved by Gail Rickard, seconded by Judy Hagerman

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A33-17: November 30, 2017 Financial Report.*

**Carried**

6. **Correspondence** – Linda Kent shared a card of thanks received from staff member Megan Elliott.

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

**Motion #LB105-17**

Moved by Brenda Carrigan, seconded by Janice Jones

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

**Carried**

8. **New Business**

- **Conferences**

The Clarington Public Library has been shortlisted for the Ontario Public Library Service Award to be presented at the OLA Superconference. As a result, the Board received two complimentary tickets and overnight accommodations. Board members Judy Hagerman and Brenda Carrigan will attend the conference and on February 1<sup>st</sup> Judy will attend the Public Library Awards Gala.

- **Municipal Budget Presentation**

Terri Gray will present the Budget to Council on January 26<sup>th</sup> with support from CEO Linda Kent.

9. **Updates**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan (verbal)  
Brenda Carrigan shared the next Trustee Council 5 meeting will be held in April in Oshawa.

10. **Adjournment**

**Motion #LB106-17**

Moved by Jacob Vander Schee, seconded by Councillor Neal

*THAT the Clarington Public Library Board be adjourned.*

**Carried**

The meeting adjourned at 6:00 p.m.