



## Regular Board Meeting Minutes January 24, 2018

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Minutes of a regular meeting of the Library Board held on January 24, 2018 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 Hooper
Councillor Neal 5:10 p.m.	Jacob Vander Schee	Sarah White

**Regrets:**

Terri Gray	Janice Jones	Gail Rickard
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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. **Approval of Agenda**

**Motion #LB001-18**

*THAT the Clarington Public Library Board approve the agenda of the January 24, 2018 Board Meeting.*

Moved by Jacob Vander Schee, seconded by Judy Hagerman

**Carried**

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Elections of the Officers of the Board**

The CEO assumed the Chair for election of the Chair and declared nominations

**Motion #LB002-18**

*THAT Terri Gray be nominated for Chair.*

Moved by Judy Hagerman, seconded by Sarah White

**Carried**

**Motion #LB003-18**

*THAT nominations for Chair be closed.*

Moved by Judy Hagerman, seconded by Jacob Vander Schee

**Carried**

Nominations were closed and Terri Gray was acclaimed as Board Chair for 2018. The CEO declared nominations open for the position of Vice-Chair.

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**Elections of the Officers of the Board (continued)****Motion #LB004-18**

*THAT Judy Hagerman be nominated for Vice Chair.*

Moved by Jacob Vander Schee, seconded by Sarah White

**Carried**

**Motion #LB005-18**

*THAT nominations for Vice Chair be closed.*

Moved by Councillor Hooper, seconded by Brenda Carrigan

**Carried**

Nominations were closed and Judy Hagerman was acclaimed as Board Vice Chair for 2018.

**5. Appointment of Library Member to Southern Ontario Library Service (SOLS)****Motion #LB006-18**

*THAT Brenda Carrigan be the Clarington Public Library representative on the SOLS trustee council for 2018.*

Moved by Sarah White, seconded by Jacob Vander Schee

**Carried**

**Motion #LB007-18**

*THAT nominations for appointment on the SOLS trustee council be closed.*

Moved by Sarah White, seconded by Jacob Vander Schee

**Carried**

Nominations were closed and Brenda Carrigan was acclaimed as the Clarington Public Library representative on the SOLS trustee council for 2018.

**6. Approval of Previous Minutes****Motion #LB008-18**

*THAT the Clarington Public Library Board approve the minutes of the December 13, 2017 Regular Board Meeting.*

Moved by Jacob Vander Schee, seconded by Councillor Hooper

**Carried**

**7. Administrative Report No. A01-18: December 31, 2017 Financial Report****Motion #LB009-18**

*THAT the Clarington Public Library Board receive Administrative Report No. A01-18.*

Moved by Brenda Carrigan, seconded by Sarah White

**Carried**

**Motion #LB010-18**

*THAT the Clarington Public Library Board approve the December 31, 2017 Financial Report.*

Moved by Sarah White, seconded by Jacob Vander Schee

**Carried**

A handout was distributed providing Board members with the 2016-2017 year-to-date comparison for capital spending in Technology.

8. **Administrative Report No. A02-18: 2018 Library Board Meeting Dates**

**Motion #LB011-18**

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A02-18: Library Board Meeting Dates.*

*Moved by Sarah White, seconded by Brenda Carrigan*

**Carried**

9. **Administrative Report No. A03-18: Board Review of Annual Health & Safety Statement**

**Motion #LB012-18**

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A03-18: Health and Safety Statement.*

*Moved by Brenda Carrigan, seconded by Sarah White*

**Carried**

10. **Administrative Report No. A04-18: Budget History for External Agencies**

**Motion #LB013-18**

*THAT the Clarington Public Library Board receive Administrative Report No. A04-18: Budget History for External Agencies as information.*

*Moved by Councillor Neal, seconded by Jacob Vander Schee*

**Carried**

11. **Correspondence** – None

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

**Motion #LB014-18**

*THAT the Clarington Public Library Board receive the January 2018 CEO Report from the Chief Executive Officer.*

*Moved by Councillor Hooper, seconded by Sarah White*

**Carried**

13. **Updates**

- **Southern Ontario Library Service (SOLS)** – B. Carrigan (verbal)  
The next Trustee Council 5 meeting is scheduled to be held on Saturday, April 14, 2018 at the Oshawa Public Library.

14. **New Business** - None

15. **Adjournment**

**Motion #LB015-18**

*THAT the meeting of the Clarington Public Library Board be adjourned.*

*Moved by Jacob Vander Schee and seconded by Councillor Neal*

**Carried**

The meeting adjourned at 5:25 p.m.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Terri Gray, Board Chair**