



Clarington Public Library

Regular Board Meeting Minutes September 26, 2018

Minutes of a regular meeting of the Library Board held on September 26, 2018 at 5:00 p.m. in the 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 (5:05 p.m.)	Councillor Neal (5:05 p.m.)	Gail Rickard
Jacob Vander Schee	Sarah White	

Regrets:

Terri Gray

Staff Present:

Linda Kent, Chief Executive Officer
Megan Elliott, Manager of Business Administration
Nancy Sandercock, Manager of Human Resources
Melissa Scott, Manager of Service Excellence
Sarah Vaisler, Deputy Director

2. **Approval of Agenda**

Motion #LB083-18

Moved by Jacob Vander Schee, seconded by Sarah White

THAT the Clarington Public Library Board approve the agenda of the September 26, 2018 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 #LB084-18

Moved by Councillor Neal, seconded by Brenda Carrigan

THAT the minutes of the August 8, 2018 Special Board Meeting be amended and submitted for approval at the October 24, 2018 Regular Board Meeting.

Carried

The minutes of the August 8, 2018 Special Board Meeting were amended to reflect the passing of Motion #LB077-18 in open session.

5. **Administrative Report No. A24-18: August 31, 2018 Financial Report**

Motion #LB085-18

Moved by Brenda Carrigan, seconded by Gail Rickard

THAT the Clarington Public Library Board receive Administrative Report No. A24-18: August 31, 2018 Financial Report.

Carried

Motion #LB086-18

Moved by Brenda Carrigan, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board approve the August 31, 2018 Financial Report.

Carried

6. **Administrative Report No. A25-18: Board Legacy Document**

Motion #LB087-18

Moved by Sarah White, seconded by Gail Rickard

THAT the Clarington Public Library Board receive Administrative Report No. A25-18: Board Legacy Document.

Carried

A Board Legacy Document for 2018 was distributed to Board members for completion. The document will be distributed electronically to Board members for completion and discussion at the next regular Board meeting in October.

7. **Administrative Report No. A26-18: Board Succession Plan**

Motion #LB088-18

Moved by Jacob Vander Schee, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive Administrative Report No. A26-18: Board Succession Plan.

Carried

8. **Administrative Report No. A27-18: TD Summer Reading Club 2018**

Motion #LB089-18

Moved by Sarah White, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive Administrative Report No. A27-18: Summer Reading Club 2018 as information.

Carried

9. **Administrative Report No. A28-18: Exceptional Compensation Policy**

Motion #LB090-18

Moved by Jacob Vander Schee, seconded by Sarah White

THAT the Clarington Public Library Board receive Administrative Report No. A28-18: Exceptional Compensation Policy; and

THAT the Policy on Exceptional Compensation attached as Appendix B be approved.

Carried

10. Report from the Chief Executive Officer**Motion #LB091-18**

Moved by Gail Rickard, seconded by Janice Jones

THAT the Clarington Public Library Board receive the July-September 2018 CEO Report from the Chief Executive Officer.

Carried

Linda Kent thanked Board Chair Terri Gray, and Board members Gail Rickard and Councillor Hooper for their attendance at the public consultation held on September 25th for the Bowmanville Redesign Project. The session was held in the early evening at the Bowmanville Branch with Architects Eric Riddell and Gerry Shoalts of Shoalts Zaback Architects Ltd. in attendance. The architects were pleased with the feedback they received from the public during the evening session.

11. Updates

- **Southern Ontario Library Service (SOLS)** – B. Carrigan (verbal)
A brief update was provided by Board Member Brenda Carrigan.

12. New Business**13. Adjournment****Motion #LB92-18**

Moved by Jacob Vander Schee, seconded by Councillor Neal

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

Carried

The meeting adjourned at 5:30 p.m.