



CLARINGTON PUBLIC LIBRARY REGULAR MEETING OF THE BOARD

Wednesday, March 27, 2013 at 5:00 p.m.
Room 1-C Municipal Administration Centre

MINUTES

Present: Tracey Ali Valerie Aston Fred Brumwell * (*5:10 p.m.)
Brenda Carrigan Judy Hagerman Local Councillor Hooper
Gail Rickard Jacob Vander Schee

Regrets: Regional Councillor Novak

Staff: Edith Hopkins, Chief Executive Officer
Linda Delgrande, Manager of Support Services
Megan Elliott, Administrative Assistant
Lindsay Flood, Manager of Administrative Services

Guest: Sarah Vaisler, Marketing Manager, attended the meeting to present Item #6 on the agenda.

Gail Rickard chaired the meeting and Megan Elliott acted as Recording Secretary.

Time	Item	Discussion	Action Required
	1.	Attendance – as noted above	
	2.	Approval of Agenda <u>LB036-13</u> <i>MOTION: THAT the Clarington Public Library Board approve the agenda of the March 27, 2013 Board meeting.</i> <i>Moved: Jacob Vander Schee Seconded: Judy Hagerman</i> Carried	
	3.	Disclosure of Conflict of Interest – None	
	4.	Approval of Previous Minutes <u>LB037-13</u> <i>MOTION: THAT the Clarington Public Library Board approve the minutes of the February 27, 2013 Board Meeting.</i> <i>Moved: Valerie Aston Seconded: Brenda Carrigan</i> Carried	
	5.	Approval of Expenditures <u>LB038-13</u> <i>MOTION: THAT the Clarington Public Library Board approve the February 28, 2013 Financial Statement.</i> <i>Moved: Councillor Hooper Seconded: Judy Hagerman</i> Carried	
	6.	Clarington Public Library Brand Improvement Initiative Sarah Vaisler, Marketing Manager, provided Board members with a presentation outlining the development and implementation of the Clarington Public Library's library branding improvement initiative. Board members thanked Sarah for an excellent and informative presentation.	

Time	Item	Discussion	Action Required
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7. Administrative Report No. A05-13: Consulting Services – Expansion of Library Services for the Courtice Community

LB039-13

*MOTION: THAT Administrative Report No. A04-13 be received.
 Moved: Brenda Carrigan Seconded: Judy Hagerman
Carried*

LB040-13

*MOTION: THAT the Clarington Public Library Board approve the issuance of a Request for Proposal (RFP) for consulting services on the expansion of library services for the Courtice community.
 Moved: Brenda Carrigan Seconded: Valerie Aston
Carried*

Recommendations on the consultants of choice and related expenditures will be brought back to the Board for approval.

8. Administrative Report No. A06-13: Clarington Public Library Digitization Project

LB041-13

*MOTION: THAT Administrative Report No. A06-13 be received.
 Moved: Judy Hagerman Seconded: Tracey Ali
Carried*

As previously reported at the June 27, 2012 Library Board Meeting, the Museum is contributing a maximum of \$10,000. toward this digitization project.

9. Administrative Report No. A07-13: Winter WonderLearn 2013

LB042-13

*MOTION: THAT Administrative Report No. A07-13 be received.
 Moved: Judy Hagerman Seconded: Jacob Vander Schee
Carried*

S. Vaisler reported that library staff was investigating alternatives to the existing program that would give the library higher profile and value.

10. Administrative Report No. A08-13: Clarington Public Library Board Policy Review

LB043-13

*MOTION: THAT Administrative Report No. A08-13 be received.
 Moved: Valerie Aston Seconded: Brenda Carrigan
Carried*

LB044-13

*MOTION: THAT the Clarington Public Library Board approve the attached policy on Board Recognition, as amended.
 Moved: Judy Hagerman Seconded: Fred Brumwell
Carried*

The amendment to the Board Recognition Policy was the correction of a typing error. At the Chair's request, the Board Recognition Policy and the Children's Rights in the Library Policy were approved separately.

Time	Item	Discussion	Action Required
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Administrative Report No. A08-13: Clarington Public Library Board Policy Review (continued)

LB045-13

MOTION: THAT the Clarington Public Library Board approve the attached policy on Children's Rights in the Library.

Moved: Jacob Vander Schee Seconded: Judy Hagerman
Carried

11. Correspondence – as listed in the Agenda

LB046-13

MOTION: THAT the Clarington Public Library Board receive correspondence Items I-1 to I-3.

Moved: Valerie Aston Seconded: Tracey Ali
Carried

E. Hopkins shared a letter of thanks received on March 26th from the Clarington Project and Community Living Oshawa/Clarington for the donation of a Clarington Public Library book bag for the silent auction at the 16th Annual Clarington Project Gala.

12. Report from the Chief Executive Officer

LB047-13

MOTION: THAT the Clarington Public Library Board receive the March 2013 report from the CEO.

Moved: Councillor Hooper Seconded: Judy Hagerman
Carried

J. Hagerman commented on the successful programs that were held over the March Break. S. Vaisler shared that the registration filled quickly for programs resulting in waiting lists for each program.

13. New Business – None

14. Adjournment

LB048-13

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

Moved: Jacob Vander Schee
Carried

The meeting was adjourned at 6:15 p.m.