



CLARINGTON PUBLIC LIBRARY  
REGULAR MEETING OF THE BOARD  
Wednesday, March 25, 2015 at 5:00 p.m.  
Room 1-C Municipal Administrative Centre

MINUTES

**Present:** Brenda Carrigan                      Terri Gray                                      Judy Hagerman  
                  Councillor Ron Hooper      Gail Rickard                                      Jacob Vander Schee  
                  Sarah White

**Regrets:** Kerri Davis                                      Regional Councillor Joe Neal

**Staff:** Linda Kent, Chief Executive Officer  
                  Megan Elliott, Administrative Assistant  
                  Lindsay Flood, Manager of Administrative Services  
                  Melissa Scott, Public Service Manager

Linda Kent chaired the Meeting and Megan Elliott acted as Recording Secretary.

**Item    Discussion**

1.    **Attendance – as listed above**

2.    **Introductions**

Board members and staff members introduced themselves and shared a favourite book/author. Popular books/authors included: *Old City Hall* by Robert Rotenberg; *Crossing the Line* by Derek Sanderson; *The Birth House* by Amy McKay; *The Right Attitude to Rain* by Isabel Dalhousie; *Babbitt* by Sinclair Lewis; *The Rosie Project* by Graeme Simsion; *Cemetery Dance* by Doug Preston & Lincoln Child; and *Hans Brinker & The Silver Skates* by Mary Mapes Dodge.

3.    **Approval of Agenda**

LB027-15

*MOTION: THAT the Clarington Public Library Board approve the agenda of the March 25, 2015 Board Meeting.*

*Moved: Judy Hagerman*

*Seconded: Brenda Carrigan*

**Carried**

4.    **Disclosure of Conflict of Interest – None**

5.    **Elections of the Officers of the Board**

The CEO will assume the Chair for election of the Chair and declare nominations open for the position of Chair.

LB028-15

*MOTION: THAT Gail Rickard be nominated for Chair.*

*Moved: Judy Hagerman*

*Seconded: Jacob Vander Schee*

**Carried**

LB029-15

*MOTION: THAT nominations for Chair be closed.*

*Moved: Councillor Hooper*

*Seconded: Jacob Vander Schee*

**Carried**

Nominations were closed and Gail Rickard was acclaimed as Chair for 2015.

**Elections of Officers of the Board (continued)**

The Chair declared nominations open for the position of Vice-Chair.

LB030-15

*MOTION: THAT Judy Hagerman be nominated for Vice Chair.*

*Moved: Brenda Carrigan                      Seconded: Jacob Vander Schee*

**Carried**

LB031-15

*MOTION: THAT nominations for Vice Chair be closed.*

*Moved: Jacob Vander Schee                      Seconded: Terri Gray*

**Carried**

Nominations were closed and Judy Hagerman was acclaimed as Vice-Chair for 2015.

**6. Appointment of Library Member to Southern Ontario Library Service (SOLS)**

LB032-15

*MOTION: THAT Brenda Carrigan be the Clarington Public Library representative on the SOLS trustee council for 2015.*

*Moved: Councillor Hooper                      Seconded: Judy Hagerman*

**Carried**

Nominations were closed and Brenda Carrigan was acclaimed as representative on the SOLS trustee council for 2015.

**7. Approval of Previous Minutes**

LB033-15

*MOTION: THAT the Clarington Public Library Board approve the minutes of the February 25, 2015 Board Meeting.*

*Moved: Brenda Carrigan                      Seconded: Judy Hagerman*

**Carried**

**8. Administrative Report No. A06-15: February 28, 2015 Financial Report**

LB034-15

*MOTION: THAT the Clarington Public Library Board receive Administrative Report No. A06-15.*

*Moved: Judy Hagerman                      Seconded: Sarah White*

**Carried**

LB035-15

*MOTION: THAT the Clarington Public Library Board approve the attached February 28, 2015 Financial Report.*

*Moved: Councillor Hooper                      Seconded: Judy Hagerman*

**Carried**

**9. Administrative Report No. A07-15: Board Member Orientation**

LB036-15

*MOTION: THAT the Clarington Public Library Board receive Administrative Report No. A07-15.*

*Moved: Judy Hagerman                      Seconded: Brenda Carrigan*

**Carried**

The CEO provided a powerpoint presentation "Clarington Public Library – Library Board Orientation" followed by discussion. Board members were provided with a *New Board Orientation/Training* binder (an electronic version of the content in the binder was also available). The CEO also shared that future Board meetings will be held at the other branches located in Courtice, Newcastle and Orono to provide Board members an opportunity to see these locations.

10. **Correspondence** – as listed in the agenda.

LB037-15

*MOTION: THAT the Clarington Public Library Board receive correspondence Item I-1 to I-2 for information.*

*Moved: Jacob Vander Schee*

*Seconded: Judy Hagerman*

**Carried**

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

LB038-15

*MOTION: THAT the Clarington Public Library Board receive the March 2015 report from the CEO for information.*

*Moved: Brenda Carrigan*

*Seconded: Judy Hagerman*

**Carried**

12. **New Business** - None

13. **Updates**

- **Southern Ontario Library Service (SOLS)** – B. Carrigan (verbal)  
Brenda shared that the April 18<sup>th</sup> SOLS Trustee Council meeting has been relocated to the Scugog Memorial Public Library.

14. **Closed Session to Discuss Personnel Item** (verbal)

Lindsay Flood, Linda Kent, Melissa Scott and Sarah Vaisler left the meeting before it moved into closed session to discuss a personnel item.

LB039-15

*MOTION: THAT the meeting move into closed session.*

*Moved: Jacob Vander Schee*

*Seconded: Judy Hagerman*

**Carried**

The meeting moved into open session.

LB042-15

*MOTION: THAT the motions made in closed session be approved.*

*Moved: Jacob Vander Schee*

*Seconded: Terri Gray*

**Carried**

15. **Adjournment**

LB043-15

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

*Moved: Sarah White*

**Carried**

The meeting was adjourned at 6:30 p.m.