



Regular Board Meeting Minutes March 28, 2018

Minutes of a regular meeting of the Library Board held on March 28, 2018 at 5:00 p.m. in Room 1C of the Municipal Administration Centre.

Terri Gray chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Brenda Carrigan
Janice Jones

Terri Gray
Gail Rickard

Judy Hagerman
Jacob Vander Schee

Regrets:

Councillor Ron Hooper

Councillor Joe Neal

Sarah White

Staff Present:

Linda Kent, Chief Executive Officer
Megan Elliott, Manager of Business Administration
Nancy Sandercock, Manager of Human Resources
Kiley Percy, Manager of Public Service (Acting)
Melissa Redden, Manager of Public Service (Acting)

2. **Approval of Agenda**

Motion #LB029-18

Moved by Brenda Carrigan, seconded by Gail Rickard

THAT the Clarington Public Library Board approve the agenda of the March 28, 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 #LB030-18

Moved by Jacob Vander Schee, seconded by Janice Jones

THAT the Clarington Public Library Board approve the minutes of the February 28, 2018 Regular Board Meeting.

Carried

5. **Administrative Report No. A10-18: February 28, 2018 Financial Report**

Motion #LB031-18

Moved by Gail Rickard, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive Administrative Report No. A10-18: February 28, 2018 Financial Report.

Carried

Administrative Report No. A10-18: February 28, 2018 Financial Report (cont'd)**Motion #LB032-18**

Moved by Jacob Vander Schee, seconded by Judy Hagerman

THAT the Clarington Public Library Board approve the February 28, 2018 Financial Report.

Carried

6. Administrative Report No. A11-18: Winter WonderLearn Festival 2018**Motion #LB033-18**

Moved by Janice Jones, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive Administrative Report No. A11-18: Winter WonderLearn Festival 2018 as information.

Carried

7. Administrative Report No. A12-18: Library Performance Indicators – Five Year Analysis**Motion #LB034-18**

Moved by Brenda Carrigan, seconded by Gail Rickard

THAT the Clarington Public Library Board receive Administrative Report No. A12-18: Library Performance Indicators – Five Year Analysis as information.

Carried

8. Administrative Report No. A13-18: Board Policy Review: Information for New Board Members**Motion #LB035-18**

Moved by Judy Hagerman, seconded by Janice Jones

THAT the Clarington Public Library Board receive and approve Administrative Report No. A13-18: Board Policy Review: Information for New Board Members as presented.

Carried

9. Correspondence – C.E.O. Linda Kent shared a thank you card from staff member Annette Helmecke-Moore to the Library Board and staff for her retirement gift.**Motion #LB036-18**

Moved by Brenda Carrigan, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive correspondence item I-1 as presented.

Carried

10. Report from the Chief Executive Officer**Motion #LB037-18**

Moved by Judy Hagerman, seconded by Gail Rickard

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

Carried

11. **Updates**

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

12. **New Business**

13. **Adjournment**

Motion #LB038-18

Moved by Jacob Vander Schee

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

Carried

The meeting adjourned at 5:35 p.m.