



Regular Board Meeting Minutes
April 24, 2019

Minutes of a regular meeting of the Library Board held on April 24, 2019 at 5:00 p.m. in the Mezzanine Meeting Room of the Bowmanville Branch.

Steven Cooke chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Steven Cooke	Terri Gray	Judy Hagerman
Christopher Hinbest	Local Councillor Hooper	Regional Councillor Neal

Regrets:

Justin MacLean	Connor Visser
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Staff Present:

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

2. **Approval of Agenda**

Motion #LB026-19

Moved by Councillor Neal, seconded by Terri Gray

THAT the Clarington Public Library Board approve the agenda of the April 24, 2019 Board Meeting, as amended.

Carried

The amendments to the agenda:

- Under Item 12 Correspondence: Three items of correspondence were added.
- Under Item 14 New Business: Administrative Report No. A17-19: Impact of Provincial Budget Cuts was added.

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Approval of Previous Minutes**

Motion #LB027-19

Moved by Councillor Neal, seconded by Terri Gray

THAT the Clarington Public Library Board approve the minutes of the March 30, 2019 Regular Board Meeting.

Carried

5. **Service Area Overview**

Community Engagement Coordinator Kiley Percy presented Board Members with an overview of her service area highlighting the library's role in the community; the delivery of outreach visits and special events; and how community engagement is measured. Board members thanked Kiley for her informative presentation.

6. **Administrative Report No. A11-19: March 31, 2019 Financial Report**

Motion #LB028-19

Moved by Judy Hagerman, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive and approve Administrative Report No. A11-19: March 31, 2019 Financial Report.

Carried

Councillor Neal requested a breakdown of the benefits costing be provided at the Board Meeting in May.

7. **Administrative Report No. A12-19: Electronic Participation at Board Meetings**

Motion #LB029-19

Moved by Councillor Hooper, seconded by Terri Gray

THAT the Clarington Public Library Board receive Administrative Report No. A12-19: Electronic Participation at Board Meetings as information.

Carried

8. **Administrative Report No. A13-19: CEO Performance Evaluation Review**

Motion #LB030-19

Moved by Terri Gray, seconded by Christopher Hinbest

THAT the Clarington Public Library Board receive Administrative Report No. A13-19: CEO Performance Evaluation Review and the Board appoint the Chair, Vice Chair and one Board Member form an ad hoc Performance Appraisal Committee to discuss the annual performance evaluation review for the Chief Executive Officer and bring recommendations to the May 22, 2019 Regular Board Meeting.

Carried

Motion #LB031-19

Moved by Terri Gray, seconded by Councillor Hooper

THAT Judy Hagerman be appointed to the ad hoc CEO Performance Appraisal Committee.

Carried

9. **Administrative Report No. A14-19: Financial Impact of Clarington Budget Policy**

Motion #LB032-19

Moved by Judy Hagerman, seconded by Terri Gray

THAT the Clarington Public Library Board receive Administrative Report No. A14-19: Financial Impact of Clarington Budget Policy as information and the Library CEO be directed to write a letter to Council expressing the Library Board's concern about the impact of the proposed new Budget Policy.

Carried

10. Administrative Report No. A15-19: Health and Safety Statement**Motion #LB033-19**

Moved by Councillor Hooper, seconded by Terri Gray

THAT the Clarington Public Library Board receive and approve Administrative Report No. A15-19: Health and Safety Statement.

Carried

11. Administrative Report No. A16-19: 2019 Winter WonderLearn Festival**Motion #LB034-19**

Moved by Councillor Hooper, seconded by Terri Gray

THAT the Clarington Public Library Board receive Administrative Report No. A16-19: 2019 Winter WonderLearn Festival as information.

Carried

12. Correspondence

11-Apr. 16-19 Email from community member J. Johnson regarding the Bowmanville Branch renovation.

Additional correspondence included two letters from members regarding the Bowmanville Branch redesign and a letter of resignation from Library Board member Justin MacLean.

Motion #LB035-19

Moved by Councillor Neal, seconded by Judy Hagerman

THAT the Clarington Public Library Board receive correspondence items I-1 to I-4 as information.

Carried

13. Report from the Chief Executive Officer**Motion #LB036-19**

Moved by Christopher Hinbest, seconded by Terri Gray

THAT the Clarington Public Library Board receive the March-April 2019 CEO Report from the Chief Executive Officer.

Carried

14. New Business:**Administrative Report No. A17-19: Impact of Provincial Budget Cuts****Motion #LB037-19**

Moved by Councillor Neal, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive Administrative Report No. A17-19: Impact of Provincial Budget Cuts as information; and

THAT the Library CEO send a letter to the Ontario Minister of Tourism, Culture and Sport, expressing the Library Board's concern about the impact of the proposed cuts; and

THAT the Library CEO send a request to Municipal Council to pass a Resolution asking the Province to reinstate the original funding levels provided to SOLS and OLSN.

Carried

New Business: (continued)

Administrative Report No. A17-19: Impact of Provincial Budget Cuts

At the Board's request, the letter was amended and will be sent under the signature of the Library Chief Executive Officer.

15. **Adjournment**

Motion #LB039-19

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

Moved by Councillor Neal, seconded by Judy Hagerman

Carried

The meeting adjourned at 6:05 p.m.