



Regular Board Meeting Minutes
November 25, 2020

Minutes of a regular meeting of the Library Board held on November 25th at 5:00 p.m. Board members were present via electronic means due to the Covid-19 Pandemic. Motions were determined by roll call. Steven Cooke chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Steven Cooke

Judy Hagerman

Councillor Hooper

Donald McKenzie

Councillor Neal

Marina Ross

Regrets:

Terri Gray

Christopher Hinbest

Katharine Warren

Staff Present:

Linda Kent, Chief Executive Officer

Megan Elliott, Manager of Business Administration

Melissa Redden, Acting Public Service Manager

Nancy Sandercock, Manager of Human Resources

2. **Approval of Agenda**

Motion #LB072-20

Moved by Councillor Hooper, seconded by Judy Hagerman

THAT the Clarington Public Library Board approve the agenda of the November 25th, 2020 Regular 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 #LB73-20

Moved by Marina Ross, seconded by Donald McKenzie

THAT the Clarington Public Library Board receive and approve the minutes of the October 28, 2020 Regular Board Meeting; and

THAT the Clarington Public Library Board receive the endorsed minutes of the September 30, 2020 Clarington Museums & Archives Advisory Committee Meeting.

Carried

5. **Administrative Report No. A30-20: October 31, 2020 Financial Report**

Motion #LB074-20

Moved by Councillor Hooper, seconded by Marina Ross

THAT the Clarington Public Library Board receive and approve Administrative Report No. A30-20: October 31, 2020 Financial Report.

Carried

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6. **Administrative Report No. A31-20: Service Transactions Third Quarter (Q3) 2020**
Motion #LB75-20
Moved by Donald McKenzie, seconded by Judy Hagerman
THAT the Clarington Public Library Board receive Administrative Report No. A31-20: Service Transactions Third Quarter (Q3) 2020 as information.
Carried
7. **Administrative Report No. A32-20: Board Policy Review – Board Member Code of Conduct**
Motion #LB76-20
Moved by Judy Hagerman, seconded by Councillor Hooper
THAT the Clarington Public Library Board receive and approve Administrative Report No. A32-20: Board Member Code of Conduct Policy as presented.
Carried
8. **Chief Executive Officer Report**
Motion #LB77-20
Moved by Judy Hagerman, seconded by Donald McKenzie
THAT the Clarington Public Library Board receive the November 2020 CEO Report from the Chief Executive Officer.
Carried
9. **Updates**
 - **Southern Ontario Library Service (SOLS) – M. Ross (verbal)**
Marina Ross attended the SOLS Trustee Council virtual meeting recently held on November 21st and provided Board Members with a brief update.
10. **Adjournment**
Motion #LB078-20
Moved by Donald McKenzie, seconded by Marina Ross
THAT the meeting of the Clarington Public Library Board be adjourned.
Carried
The meeting adjourned at 5:20 p.m.