



Regular Board Meeting Minutes  
May 27, 2021

---

Minutes of a regular meeting of the Library Board held on May 27<sup>th</sup> 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	Terri Gray	Judy Hagerman
Christopher Hinbest	Local Councillor Hooper	Donald McKenzie
Marina Ross	Katharine Warren	

**Regrets:** Regional Councillor Neal

**Staff Present:**

Linda Kent, Chief Executive Officer  
Megan Elliott, Manager of Business Administration  
Melissa Redden, Deputy Director  
Nancy Sandercock, Manager of Human Resources

2. **Approval of Agenda**

**Motion #LB019-21**

Moved by Judy Hagerman, seconded by Marina Ross

*THAT the Clarington Public Library Board approve the agenda of the May 27, 2021 Board Meeting, as amended.*

**Carried**

The agenda was amended to include an Ontario Library Service (OLS) verbal update from Board Member Marina Ross under Item 9. Updates.

3. **Disclosure of Conflict of Interest**

There were no conflicts of interest stated for this meeting.

4. **Approval of Previous Minutes**

**Motion #LB020-21**

Moved by Donald McKenzie, seconded by Terri Gray

*THAT the Clarington Public Library Board receive and approve the minutes of the April 1, 2021 Regular Board Meeting.*

**Carried**

5. **Administrative Report No. A09-21: April 30, 2021 Financial Report**

**Motion #LB021-21**

Moved by Marina Ross, seconded by Terri Gray

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A09-21: April 30, 2021 Financial Report.*

**Carried**

6. **Administrative Report No. A10-21: Service Transactions First Quarter Q1 (2021)**  
**Motion #LB022-21**  
Moved by Donald McKenzie, seconded by Marina Ross  
*THAT the Clarington Public Library Board receive Administrative Report No. A10-21: Service Transactions First Quarter (Q1) Report as information.*  
**Carried**
7. **Administrative Report No. A11-21: Board Policy Review - Donations**  
**Motion #LB023-21**  
Moved by Terri Gray, seconded by Judy Hagerman  
*THAT the Clarington Public Library Board receive Administrative Report No. A11-21: Board Policy Review – Donations and approve the policy revisions as presented.*  
**Carried**
8. **Correspondence**  
11-Apr. 30 Letter from Library Board Vice-Chair Terri Gray – Announcing her resignation from the Clarington Public Library Board effective after the Library Board Meeting on May 27, 2021.  
**Motion #LB024-21**  
Moved by Marina Ross, seconded by Donald McKenzie  
*THAT the Clarington Public Library Board receive correspondence item I-1.*  
**Carried**  

Linda Kent thanked Terri Gray for her seven years of service as a Library Board Member. As per Board Recognition Policy, Terri was recognized with a name plaque in the library's collection. Linda shared the three titles chosen to recognize Terri's contributions as a Board member and to her community. The three books selected were: *Finding the way home: The ideas, values and policies that have guided the work of Community Living Ontario* by author Gordon Kyle; *Can't read, can't write, here's my book* by author Michael Jacque; and *The art of community: seven principles for belonging* written by author Charles Vogl. Board members also thanked Terri for her years of service and many contributions.
9. **Updates**
  - **Ontario Library Service (OLS) Update** – Clarington Public Library Board Representative Marina Ross  
On April 1<sup>st</sup>, 2021, Ontario Library Service-North (OLS-N) and Southern Ontario Library Service (SOLS) amalgamated to become Ontario Library Service (OLS). In May, Board Representative Marina Ross attended the first Ontario Library Services meeting held since the amalgamation and shared highlights from the meeting.
10. **Chief Executive Officer Report**  
**Motion #LB025-21**  
Moved by Judy Hagerman, seconded by Councillor Hooper  
*THAT the Clarington Public Library Board receive the May 2021 CEO Report from the Chief Executive Officer.*  
**Carried**

11. **Closed Session to Discuss Personnel Item**

**Motion #LB026-21**

Moved by Marina Ross, seconded by Donald McKenzie

*THAT the Clarington Public Library Board move into closed session to discuss a personnel item.*

**Carried**

CEO Linda Kent, Deputy Director Melissa Redden, and Manager of Human Resources Nancy Sandercock left the meeting for the closed session. Megan Elliott remained as Recording Secretary.

No motions were made in closed session.

12. **Administrative Report No. A12-21: 2021 Annual Work Plan**

**Motion #LB028-21**

Moved by Katharine Warren, seconded by Donald McKenzie

*THAT the Clarington Public Library Board receive and approve Administrative Report No. A12-21: 2021 Annual Work Plan.*

**Carried**

13. **Adjournment**

**Motion #LB029-21**

Moved by Terri Gray, seconded by Judy Hagerman

*THAT the meeting be adjourned.*

**Carried**

The meeting was adjourned at 5:40 p.m.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Steven Cooke, Board Chair