

## Regular Library Board Meeting Minutes

**Date:** June 20, 2024  
**Time:** 5:00 p.m.  
**Location:** Room 1C (Municipal Administration Centre) or  
Electronic Participation

Members Present: N. Brandon, S. Cooke, C. Hinbest, R. Hooper, D. McKenzie, M. Ross,  
T. Shomar, K. Warren

Regrets: Councillor L. Rang

Staff Present: M. Machacek, A. Dee, M. Elliott, J. Gardner, K. Gomes, H. Ridge

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Matthew Haire, Senior Manager, BDO LLP will attend to present a high-level overview of the 2023 Audit (Item 5 – 10 minutes).

Board Vice-Chair T. Shomar chaired the Meeting and M. Elliott acted as Recording Secretary.

### 1. Call to Order

Board Vice-Chair T. Shomar called the meeting to order at 5:00 p.m.

### 2. Land Acknowledgement Statement

Board Vice-Chair T. Shomar recited the Land Acknowledgement Statement.

### 3. Approval of Agenda

Motion #LB053-24

Moved by D. McKenzie  
Seconded by C. Hinbest  
**Carried**

THAT the Clarington Public Library Board approve the agenda of the June 20, 2024 Regular Library Board Meeting. R. Hooper needs to leave at 6:00 pm.

### 4. Disclosure of Conflict of Interest

There were no conflicts of interest.

### 5. Presentation: 2023 Audited Financial Statements of the Corporation of the Clarington Public Library Board and the Clarington Museums & Archives

Motion #LB054-24

Moved by C. Hinbest  
Seconded by M. Ross  
**Carried**

MOTION: THAT the Clarington Public Library Board receive and approve the 2023 Audited Financial Statements from BDO Canada LLP, as amended. The amendment included the correction to typo on Page 17.

**6. Consent Items**

6.1. Adoption of the Minutes

6.1.1. Adoption of the Minutes of the May 23, 2024 Regular Board Meeting

6.1.2. Adoption of the Closed Session Minutes of the May 23, 2024 Regular Board Meeting

6.1.3. Adoption of the Minutes of the June 12, 2024 Community Relations Committee Meeting

6.2. Correspondence, Media, Memoranda for Information

6.2.1. Letter of Support to Mayor and Council re: Orono Library Heritage Designation

6.2.2. Overdue: The Case for Canadian Public Libraries by Canadian Urban Institute

6.3. Staff Reports:

6.3.1. Administrative Report No. A31-24: May 31, 2024 Library Financial Report

6.3.2. Administrative Report No. A32-24: May 31, 2024 Museum Financial Report

Motion #LB055-24

Moved by R. Hooper  
Seconded by S. Cooke  
**Carried**

MOTION: THAT the Clarington Public Library Board receive and approve the items in Consent.

**7. Discussion Period**

7.1. Administrative Report No. A33-24: Draft 2025 Operating Budget and 2025-2027 Capital Budget

Motion #LB056-24

Moved by D. McKenzie  
Seconded by K. Warren  
**Carried**

MOTION: THAT the Clarington Public Library Board receive Administrative Report No. A33-24 and approve the draft 2025 Operating Budget and 2025-2027 Capital Budget, as outlined in this report; and

THAT the Clarington Public Library Board delegate authority to the Board Finance Committee to make any budget adjustments as needed until the next Regular Library Board Meeting scheduled on September 28, 2024.

7.2. Administrative Report No. A34-24: June 2024 Chief Executive Officer Report

Motion #LB057-24

Moved by N. Brandon  
Seconded by K. Warren

**Carried**

*MOTION: THAT* the Clarington Public Library Board receive Administrative Report No. A34-24: June 2024 Chief Executive Officer Report.

7.3. Administrative Report No. A35-24: June 2024 Curator & Heritage Services Manager Report

Motion #LB058-24

Moved by D. McKenzie  
Seconded by N. Brandon

**Carried**

*MOTION: THAT* the Clarington Public Library Board receive Administrative Report No. A35-24: June 2024 Curator & Heritage Services Manager Report; and

THAT the Clarington Public Library Board approve the items listed in the Deaccession List 2024-05 (Appendix A) be approved for removal from the Museums & Archives collections.

7.4. Administrative Report No. A36-24: Board Member Training

Motion #LB059-24

Moved by R. Hooper  
Seconded by N. Brandon

**Carried**

*MOTION: THAT* the Clarington Public Library Board receive Administrative Report No. A36-24: Board Member Training for discussion; and THAT a Special Education session be scheduled in the Fall for the Board members to further discuss the training.

**8. New Business - None**

**9. Adjournment**

Motion #LB060-24

Moved by D. McKenzie

Seconded by C. Hinbest

**Carried**

*MOTION: THAT* the Clarington Public Library Board be adjourned at 5:52 p.m.

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Date

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Signature – Steven Cooke, Board Chair