

**Date of Meeting:** October 24, 2024

**Report Number:** A50-24

**Report Subject:** 2024 Staff Development Day

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**Recommendation:**

1. THAT the Clarington Public Library Board receive Administrative Report No. A50-24: 2024 Staff Development Day and approve a full day closure (9:30 am to 8:00 pm) on Thursday, November 6, 2025 for a Staff Development Day.

**Report Overview:**

To inform the Board on the success of the 2024 Staff Development Day and to recommend a closure in 2025 to offer the opportunity to staff once again.

**Summary:**

CLMA hosted its third Staff Development Day on Thursday, October 17, 2024 at the Courtice Library. The development day was focused on providing system-wide development opportunities, service award celebration, social interactions and team building.

The 2024 CLMA Staff Development Committee consisted of staff champions Aiden Brydon, Jennifer Gardner, Pamela MacKinnon, Heather Millar, Becky Stewart and Helen Wright, who organized the various sessions throughout the day. Their hard work and dedication are the reason for the success of the day. Board Members Ron Hooper, Donald McKenzie and Katharine Warren attended the staff event to provide greetings and distribute staff service awards.

**Schedule:**

9:00-9:15	Arrival and Social
9:15-9:45	Welcoming Remarks from CEO Monika Machacek and greetings from CLMA Board Member Katharine Warren
	Service Awards and Celebrations
9:45-11:00	Presentation – Durham Regional Police Services and Lakeridge Health
11:00-11:15	Break and Trivia
11:15-12:00	Presentation – Region of Durham Social Services, Homelessness Supports Division
12:00-1:00	Lunch and Social

1:00- 2:30	Break Out Sessions – Visual Arts Centre of Clarington Paint Program and Municipality of Clarington tour of facility and relaxation class
2:30-2:45	Break
2:45-3:30	Presentation – CLMA Strategic Updates and Highlights from 2024
3:35-4:30	Ask the CEO and Group Photo

The morning began with welcoming remarks from CEO Monika Machacek and greetings from Board Trustee Katharine Warren who shared the following sentiments:

“Good morning CLMA staff, some of you I have met before in the libraries across Clarington, or at our many many festivals, I am Katharine Warren and I am a member of the CLMA board. I thought I'd try and be super hip and young, because I am, and jump on a “current” trend by saying: Tell me you work at a library without telling me you work at a library”, see if some of these resonate with you:

- You get to wear costumes
- You sing songs
- You play with toys
- You do arts and crafts
- You make fun videos with your colleagues
- You get to share your passion for books

But more importantly:

- You teach children a love of reading
- You have the patience of a saint (whether teaching new tech or hunting for a missing book)
- You are a surrogate family member to hundreds of people without
- You model positive behaviours to people of all ages who are struggling to regulate
- You are a quasi-social worker (if not already also holding a social work degree)
- You provide newcomers a place to feel welcome and heard
- You are appreciated by the community even though there are days it may not feel that way
- You are invaluable.



Myself as a mother, a Clarington resident and especially as a member of the board, we want to thank you so much for all you do for us and the community, especially since you are all so much more than just someone who works at the library. Slay.”

Following opening remarks, Board Trustees distributed staff service awards to eight (8) CLMA staff.

(Photo at left: Service award recipient Kim, CEO Monika Machacek and Board Trustees Ron Hooper, Donald MacKenzie and Katharine Warren)

The morning presented various learning opportunities through presentations from Durham Regional Police Services and Lakeridge Health Mental Health Support Unit staff, Region of Durham's Social Services Homelessness Supports Division.

In the afternoon staff enjoyed team building opportunities through collaborative "Celebrate Fall" paint session delivered by local community partner, the Visual Arts Centre (VAC) of Clarington and relaxing "Chair Yoga" sessions provided by Municipal staff and a tour of the Courtice Community Complex.

After the afternoon break, Monika Machacek shared "Ask the CEO" questions followed by CLMA strategic updates and highlights provided by the Planning Team. A group photo is featured below.



### **Recommendation:**

The Senior Management Team have discussed the positive outcomes of the day and are recommending to the Library Board an annual closure to support the development of staff, to maintain high levels of morale, and to continue to prioritize the recognition of the dedication of our employees.

Report Submitted by:  
Monika Machacek, Chief Executive Officer  
Megan Elliott, Manager, Business Administration  
October 24, 2024