

Clarington Public Library Board Policy Committee Meeting Minutes

Date: November 12, 2024
Time: 5:00 p.m.
Location: Electronic Participation
Members Present: R. Hooper, D. McKenzie, M. Ross, T. Shomar, K. Warren
Staff Present: M. Machacek, M. Elliott

T. Shomar chaired the Committee (Acting) and M. Elliott was the Recording Secretary.

1. **Call to Order** – The meeting was called to order at 5:00 p.m.
2. **Land Acknowledgement (Board/Committee Chair or Designate)**

M. Machacek recited the Land Acknowledgement Statement.

3. **Approval of Agenda**

Motion # PC001-24

THAT the Clarington Public Library Board's Policy Committee approve the agenda of the November 12, 2024 Policy Committee Meeting.

Moved: T. Shomar
Seconded: R. Hooper
Carried

4. **Disclosure of Conflict of Interest - None**
5. **Appointments of the Chair and Secretary of the Policy Committee**

CEO M. Machacek assumed the role of Committee Chair and declared nominations open for the position of Chair.

Motion # PC002-24

THAT Nancy Brandon be nominated for Chair.

Moved: D. McKenzie
Seconded: T. Shomar
Carried

Motion # PC003-24

THAT nominations for Chair be closed.

Moved: D. McKenzie

Seconded: T. Shomar

Carried

Nominations were closed and Nancy Brandon was acclaimed as Chair of the Policy Committee.

Acting Committee Chair, T. Shomar, declared nominations open for the position of Secretary.

Motion # PC004-24

THAT M. Machacek be nominated for Secretary.

Moved: M. Ross

Seconded: K. Warren

Carried

6. Q4 2024 Review of Policies

Motion # PC005-24

THAT the Policy Committee receive Administrative Report No. PC01-24 Q4 2024 Summary of Policy Changes for discussion; and

THAT the Policy Committee review the attached policies and submit a summary of changes to the Library Board for approval at the November 28, 2024 Regular Library Board Meeting.

Moved: D. McKenzie

Seconded: M. Ross

Carried

7. Adjournment

Motion # PC006-24

THAT the Policy Committee be adjourned.

Moved: M. Ross

Seconded: K. Warren

Carried

The meeting was adjourned at 5:39 p.m.