

## **Regular Library Board Meeting Minutes**

**Date:** February 27, 2025  
**Time:** 6:30 p.m.  
**Location:** Room 1C (Municipal Administration Centre) or Electronic Participation

Members Present: N. Brandon, A. Hamdic, C. Hinbest, R. Hooper, D. McKenzie, T. Shomar, K. Warren

Members Regrets: Councillor Rang, M. Ross

Staff Present: M. Machacek, M. Elliott, J. Gardner, H. Ridge

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### **1. Call to Order**

### **2. Land Acknowledgement Statement**

Board Chair T. Shomar recited the Land Acknowledgement Statement.

### **3. Approval of Agenda**

Motion #LB014-25

Moved by N. Brandon  
Seconded by K. Warren  
**Carried**

THAT the Clarington Public Library Board approve the agenda of the February 27, 2025 Regular Library Board Meeting.

### **4. Disclosure of Conflict of Interest**

There were no conflicts of interest.

### **5. Introduction of New Library Board Member**

Board Members welcomed newly appointed Library Board Member A. Hamdic, introduced by CEO M. Machacek.

### **6. Consent Items**

Motion #LB015-25

Moved by K. Warren  
Seconded by C. Hinbest

**Carried**

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

**7. Discussion Period**

**7.1. Administrative Report No. A09-25: February 2025 Chief Executive Officer Report**

Motion #LB016-25

Moved by R. Hooper

Seconded by N. Brandon

**Carried**

THAT the Clarington Public Library Board receive Administrative Report No. A09-25: February 2025 Chief Executive Officer Report as information.

**7.2. Administrative Report No. A10-25 February 2025 Curator & Manager Heritage Services Report**

Motion #LB017-25

Moved by N. Brandon

Seconded by D. McKenzie

**Carried**

THAT the Clarington Public Library Board receive Administrative Report No. A10-25: February 2025 Curator & Manager Heritage Services Report; and

THAT the Clarington Public Library Board endorse the Heritage Speaker Series Collective and elect trustees Katharine Warren and Ron Hooper to represent the Board in the Collective; and

THAT the Clarington Public Library Board approve the items listed in the Deaccession List 2025-02 (Appendix A) be approved for removal from the Museums & Archives collections.

Board Member R. Hooper thanked staff for the work and improvements that have been made at the Waverley Place.

**7.3. Administrative Report No. A11-25: Strategic Plan Deliverables Update**

Motion #LB018-25

Moved by D. McKenzie

Seconded by N. Brandon

**Carried**

THAT the Clarington Public Library Board receive Administrative Report No. A11-25: 2025 Strategic Plan Deliverables Update as information.

7.4. Administrative Report No. A12-25: Buy Canadian Report

Motion #LB019-25

Moved by R. Hooper  
Seconded by D. McKenzie  
**Carried**

THAT the Clarington Public Library Board receive Administrative Report No. A12-25: Buy Canadian Report.

7.5 Administrative Report No. A13-25: 2024 Fourth Quarter (Q4) Operations Report

Motion #LB020-25

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

THAT the Clarington Public Library Board receive Administrative Report No. A 13-25: 2024 Fourth Quarter Operations Report as information.

7.6 Administrative Report No. A14-25: Service Level Agreement Draft

Motion #LB021-25

Moved by C. Hinbest  
Seconded by K. Warren  
**Carried**

THAT the Clarington Public Library Board receive Administrative Report No. A14-25 and authorize the Chief Executive Officer to finalize the terms of the Service Level Agreement as it pertains to Finance, Facilities and Human Resources.

**8. New Business**

- **OLA Super Conference Library Board Trustee Boot Camp Highlights** – T. Shomar (verbal) shared highlights regarding his recent attendance on March 15<sup>th</sup> at the OLA Super Conference.

**9. Adjournment**

Motion #LB022-25

Moved by D. McKenzie  
Seconded by A. Hamdic  
**Carried**

THAT the Clarington Public Library Board meeting be adjourned at 7:30 p.m.