

Regular Library Board Meeting Minutes

Date: Mar. 28, 2024
Time: 5:00 p.m.
Location: Room 1A (Municipal Administration Centre) or
Electronic Participation

Members Present: N. Brandon, C. Hinbest, R. Hooper, D. McKenzie, Councillor L. Rang,
T. Shomar, K. Warren

Regrets: S. Cooke, M. Ross

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

Guest Present: M. Pick, Accounting Services Manager/Deputy Treasurer

Board Vice Chair T. Shomar chaired the Meeting and M. Elliott acted as Recording Secretary. M. Pick, Accounting Services Manager, attended the meeting to present Item 5.

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 #LB022-24

Moved by R. Hooper
Seconded by D. McKenzie
Carried

THAT the Clarington Public Library Board approve the agenda of the Mar. 28, 2024 Regular Library Board Meeting, as amended.

As the amendment to the agenda, the item "Board Self-Evaluation" was added under New Business.

4. Disclosure of Conflict of Interest

There were no conflicts of interest.

5. Presentation

The CEO introduced M. Pick, Accounting Services Manager/Deputy Treasurer to present an overview of the new financial reporting for the Library and Museum due to the financial migration of services to the Municipality. Board members thanked M. Pick for the presentation and information. M. Pick left the meeting.

6. Service Overview Presentation (10 minutes)

A. Brydon, Manager of Collections and Resources, presented an overview of the Collections and Resources service area. Board members thanked A. Brydon for an interesting and informative overview.

7. Consent Items

7.1. Adoption of the Minutes

7.1.1. Adoption of the Minutes of the Feb. 28, 2024 Regular Board Meeting

7.1.2. Adoption of the Closed Session Minutes of the Feb. 22, 2024 Regular Board Meeting

7.2. Correspondence, Media, Memoranda for Information

7.2.1. Orono Library Open House Invitation – April 6, 2024

7.2.2. Ontario Library Service (OLS) Board Assembly Announcement

7.2.3. Bowmanville Rotary 100 Year Celebration Invitation – April 27, 2024

7.2.4. 2024 February Library and Museum Financial Reports

7.2.5. Board Member Invitation – Bowmanville Mezzanine Art Unveiling

7.2.6. Board Member Invitation – Maplefest May 4, 2024

7.3. Staff Reports:

7.3.1. Admin. Report No. A14-24: Q1 2024 Summary of Policy Changes

T. Shomar requested Admin. Report No. A14-24: Q1 2024 Summary of Policy Changes be pulled for discussion.

Motion #LB023-24

Moved by Councillor Rang

Seconded by C. Hinbest

Carried

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

Motion #LB024-24

Moved by Councillor Rang

Seconded by R. Hooper

Carried

THAT the Clarington Public Library Board amend the policies as discussed.

8. Discussion Period

8.1. Administrative Report No. A15-24: March 2024 Chief Executive Officer Report

Motion #LB025-24

Moved by K. Warren

Seconded by D. McKenzie

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A15-24: March 2024 Chief Executive Officer Report.

8.2. Administrative Report No. A16-24: March 2024 Curator & Heritage Services Manager Report

Motion #LB026-24

Moved by C. Hinbest

Seconded by N. Brandon

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A16-24: March 2024 Curator & Heritage Services Manager Report; and.

Motion #LB027-24

Moved by Councillor Rang

Seconded by D. McKenzie

Carried

THAT the Clarington Public Library Board approve the items listed in the Deaccession List 2024-02 (Appendix A) be approved for removal from the Museums & Archives collections.

8.3. Administrative Report No. A17-24: Rise in Incidents

Motion #LB028-24

Moved by C. Hinbest

Seconded by K. Warren

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A17-24: Rise in Incidents Report.

9. New Business

- Better Boards, Better Communities Update (verbal – M. Machacek)

The registration for Board members to attend “Better Boards. Better Communities” in May has been initiated. This online training session will include training videos, webinars and discussions related to Board Development. More information will be provided when available.

- **Board Self-Evaluation** (verbal – T. Shomar)
T. Shomar shared information related to a Board Self-Evaluation to identify strengths and areas of improvement for the remainder of the Board term. The Board Self-Evaluation item was introduced at the OLA Trustee Boot Camp earlier this year and is currently implemented in Boards across Ontario.

This anonymous evaluation could be done in November with results reviewed by the Executive Committee in mid-November with the results presented by the CEO at the November Regular Library Board Meeting.

Motion #LB029-24

Moved by K. Warren
Seconded by C. Hinbest
Carried

THAT the Clarington Public Library Board direct the Executive Committee members meet to discuss and develop questions for the Board Self-Evaluation.

10. Adjournment

Motion #LB030-24

Moved by
Seconded by
Carried

THAT the Clarington Public Library Board be adjourned at 6:05 p.m.

Date

Signature – Steven Cooke, Board Chair