



Clarington Public Library

Regular Board Meeting Minutes October 27, 2022

Minutes of a Regular Meeting of the Library Board held on October 27, 2022 at 5:00 p.m. Board members were present via electronic means. Motions were determined by roll call.

Steven Cooke chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Nancy Brandon
Councillor Hooper

Steven Cooke
Katharine Warren

Donald McKenzie
Marina Ross

Regrets:

Councillor Neal

Christopher Hinbest

Judy Hagerman

Staff Present:

Monika Machacek, Chief Executive Officer
Megan Elliott, Business Administration Manager
Keisha Gomes, Human Resources Manager
Trevor Pinn, Deputy CAO/Treasurer, Financial Services Department

2. **Disclosure of Conflict of Interest - None**

3. **Approval of Agenda**

Motion #LB064-22

Moved by Donald McKenzie, seconded by Katharine Warren

THAT the Clarington Public Library Board approve the agenda of the October 27th, 2022 Regular Board Meeting, as amended.

Carried

The amendment to the agenda was the addition of item Hybrid Library Board Meetings under New Business.

Motion #LB065-22

Moved by Councillor Hooper, seconded by Nancy Brandon

THAT the Clarington Public Library Board approve moving Administrative Report No. A34-22: 2023 Library and Museum Operating, Staff and Capital Budget Requests and 2024-2027 Budget Forecasts for discussion before Consent Items in the agenda.

Carried

Administrative Report No. A34-22 was moved on the agenda in consideration of the attendance of the Municipality's Deputy CAO/Treasurer Trevor Pinn for discussion.

4. **Discussion Period**

5.2 Administrative Report No. A34-22: 2023 Library and Museum Operating, Staff and Capital Budget Requests and 2024-2027 Budget Forecasts

Motion #LB066-22

Moved by Katharine Warren, seconded by Marina Ross

THAT the Clarington Public Library Board receives Administrative Report No. A34-22 and approves 2023 Library and Museum Operating, Staff and Capital Budget Requests and 2024 – 2027 Budget Forecasts, as outlined in this report; and

THAT the Clarington Public Library Board approve the re-allocation in the reserves held internally and by the Municipality in trust; and

THAT the Clarington Public Library Board direct the Chief Executive Officer to investigate shared services with the Municipality for the provision of financial processing and shared IT network systems and report back in 2023; and

THAT the Clarington Public Library Board forward these requests and forecasts to Municipal Council.

Carried

5. **Consent Items**

Motion #LB067-22

Moved by Nancy Brandon, seconded by Marina Ross

THAT the Clarington Public Library Board receives and approves the items listed in Consent.

Carried

6. **Discussion Period**

5.1 Administrative Report No. A33-22: September 2022 Chief Executive Officer Report

Motion #LB068-22

Moved by Donald McKenzie, seconded by Nancy Brandon

THAT the Clarington Public Library Board receive Administrative Report No. A33–22 September 2022 Chief Executive Officer Report as information.

Carried

5.3 Confidential Administrative Report No. A35-22: Personnel Item

Motion #LB069-22

Moved by Katharine Warren, seconded by Marina Ross

THAT the Clarington Public Library Board move into closed session to discuss Confidential Administrative Report No. A35-22.

Carried

The meeting resumed in open session.

Motion #LB071-22

Moved by Katharine Warren, seconded by Donald McKenzie

THAT the Clarington Public Library Board approve the motions made in closed session.

Carried

6. **New Business –**

Hybrid Library Board Meetings – Steven Cooke (verbal)

The Chair shared that as of November 2022, Library Board members will be invited to attend Hybrid Board meetings, online or in person. The next (Hybrid) Board meeting will be held on November 24, 2022 at 5:00 p.m. in the Mezzanine Meeting Room for those who wish to attend the Board meeting in person.

7. **Adjournment**

Motion #LB072-22

Moved by Nancy Brandon, seconded by Donald McKenzie

THAT the Clarington Public Library Board meeting be adjourned.

Carried

The meeting was adjourned at 6:10 p.m.