

Regular Library Board Meeting Minutes

Date: Sept. 28, 2023
Time: 5:00 p.m.
Location: Bowmanville Mezzanine Meeting Room or Electronic Participation

Members Present: N. Brandon, S. Cooke, C. Hinbest, R. Hooper, D. McKenzie, Councillor L. Rang, M. Ross, T. Shomar (virtual at 5:26), K. Warren

Staff Present: M. Machacek, A. Dee, J. Gardner, S. Aitken, M. Elliott, H. Ridge

Guest: Councillor M. Zwart (Item 5. Orono Mill Stone)

S. Cooke chaired the Meeting and H. Ridge acted as Recording Secretary.

1. Call to Order

Board Chair S. Cooke called the meeting to order at 5:00 p.m.

2. Land Acknowledgement Statement

Board Chair S. Cooke recited the Land Acknowledgement Statement.

3. Approval of Agenda

Motion #LB081-23

Moved by D. McKenzie

Seconded by M. Ross

Carried

THAT the Clarington Public Library Board approve the agenda of the September 28, 2023 Regular Library Board Meeting, as amended.

The amendment to the agenda was the addition of Administrative Report No. A96-23: Opening of the Courtice Library for the 2024 Winter Wonderlearn Event. The administrative report, distributed electronically prior to the meeting, was distributed at the meeting and discussed under Item 8. New Business/Updates.

4. Disclosure of Conflict of Interest

There were no conflicts of interest.

5. Discussion of Administrative Report No. A88-23: Orono Mill Stone

Motion #LB082-23

Moved by D. McKenzie

Seconded by M. Ross

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A88-23 and approve the relocation of the Orono Mill Stone from the Kirby Schoolhouse to the Orono Library.

Administrative Report No. A88-23 was moved to Item 5 to accommodate the attendance of Councillor M. Zwartz at the meeting. Councillor Zwartz thanked Board members for their support. CEO M. Machacek indicated the Heritage Committee will be informed of the decision and that the Mill Stone will be moved after the current renovation at the Orono Library has been completed.

6. Library Service Area Introduction and Presentation

CEO M. Machacek introduced S. Aitken, Manager, Marketing and Community Engagement, who provided a brief overview of her service area.

7. Consent Items

7.1. Adoption of the Minutes of the June 22, 2023 Regular Board Meeting

7.1.2 Adoption of the Minutes of the June 22, 2023 Regular Board Meeting – Closed Session

7.1.3. Adoption of the Minutes of the July 8, Special Board Meeting

7.1.4. Adoption of the Minutes of the August 3, Special Board Meeting

7.1.5. Adoption of the Minutes of the August 3, 2023 Special Board Meeting – Closed Session

7.2. Correspondence, Media, Memoranda for Information

7.2.1. Google Review of Bowmanville Library, September 8, 2023

7.2.2. Orono Weekly Times, Judy Hagerman Letter to the Editor

7.2.3. ALA News, President Obama Extends Support to American Libraries

7.2.4. Thank You Letter from the Orono Community Collective

7.2.5. CLMA Media Release: New Brand and Website

7.2.6. Letter from the Chair to the Clarington Heritage Committee

7.2.7. Letter from the Chair to the Durham Children's Aid Society

7.3. Staff Reports:

7.3.1. Admin. Report No. A86-23: August 31, 2023 – Library Financial Report

7.3.2. Admin. Report No. A87-23: August 31, 2023 – Museum Financial Report

The following document was pulled from Consent for discussion:

7.2.6. Letter from the Chair to the Clarington Heritage Committee

Motion #LB083-23

Moved by D. McKenzie
Seconded by N. Brandon

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

8. Discussion Period

8.1. Administrative Report No. A89-23: September 2023 Chief Executive Officer Report

Motion #LB084-23

Moved by M. Ross
Seconded by D. McKenzie
Carried

THAT the Clarington Public Library Board receive Administrative Report No. A89-23: September 2023 Chief Executive Officer Report.

8.2. Administrative Report No. A90-23: September 2023 Curator and Heritage Services Manager Report

Motion #LB085-23

Moved by M. Ross
Seconded by K. Warren
Carried

THAT the Clarington Public Library Board receive Administrative Report No. A90-23 September 2023 Curator and Heritage Services Manager Report as information.

Motion #LB086-23

Moved by N. Brandon
Seconded by K. Warren
Carried

THAT the Clarington Public Library Board approve the deaccessioning of the items listed in Appendix A, Deaccessioning List 2023-01.

8.3. Administrative Report No. A91-23: Business Plan and Budget

Motion #LB087-23

Moved by M. Ross
Seconded by N. Brandon

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A91-23 and approve the 2024-2027 CLMA Operating, Staff and Capital Budget Requests, as outlined in this report.

8.4. Administrative Report No. A92-23: Draft Strategic Plan

Motion #LB088-23

Moved by R. Hooper
Seconded by N. Brandon

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A92-23 Draft 2023-2027 Strategic Plan for discussion.

8.5. Administrative Report No. A93-23: Second Quarter 2023 Operations Report

Motion #LB089-23

Moved by M. Ross
Seconded by R. Hooper

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A93-23: Second Quarter Operations Report 2023 as information.

8.6. Administrative Report No. A94-23: Closure of the Bowmanville Library for the Mayor's Gala

Motion #LB090-23

Moved by T. Shomar
Seconded by M. Ross

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A94-23 and authorize the closure of the Bowmanville Library on Saturday, February 24, 2024, to host the annual Clarington Mayor's Gala.

9. New Business/Updates

9.1. Administrative Report No. A96-23: Opening of the Courtice Library for the 2024 Winter Wonderlearn Event

Motion #LB091-23

Moved by N. Brandon
Seconded by D. McKenzie

Carried

THAT the Clarington Public Library Board receive Administrative Report No. A96-23 and authorize the opening of the Courtice Library on Monday, February 19, 2024, to host the annual Winter Wonderlearn event.

10. Closed Session – Administrative Report No. A95-23

Motion #LB092-23

Moved by R. Hooper
Seconded by D. McKenzie

Carried

THAT the Clarington Public Library move into closed session to discuss Administrative Report No. A95-23 - Personal matters about an identifiable individual(s). (Public Libraries Act, R.S.O. 1990, c. P.44, Sec. 16.1, 4).

The meeting resumed in open session.

Motion #LB095-23

Moved by D. McKenzie
Seconded by N. Brandon

Carried

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

11. Adjournment

Motion #LB096-23

Moved by M. Ross
Seconded by Councillor L. Rang

THAT the Clarington Public Library Board meeting be adjourned at 5:39 p.m.

Carried