



Regular Board Meeting Minutes April 28, 2022

Minutes of a Regular Meeting of the Library Board held on April 28, 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	Steven Cooke	Judy Hagerman
Christopher Hinbest	Councillor Hooper	Donald McKenzie
Katharine Warren		

Regrets:

Councillor Neal	Marina Ross
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Staff Present:

Linda Kent, CEO/Library Director (retiring)
Monika Machacek, CEO/Library Director
Melissa Redden, Deputy Director
Megan Elliott, Manager of Business Administration
Keisha Gomes, Manager of Human Resources

2. **Approval of Agenda**

Motion #LB027-22

Moved by Donald McKenzie, seconded by Judy Hagerman

THAT the Clarington Public Library Board approve the agenda of the April 28th, 2022 Regular Board Meeting.

Carried

3. **Disclosure of Conflict of Interest** - There were no conflicts of interest stated.

4. **Approval of Previous Minutes**

Motion #LB028-22

Moved by Councillor Hooper, seconded by Donald McKenzie

THAT the Clarington Public Library Board receive and approve the minutes of the March 24, 2022 Regular Board Meeting.

Carried

5. **Administrative Report No. A11-22: March 31, 2022 Financial Report**

Motion #LB029-22

Moved by Judy Hagerman, seconded by Nancy Brandon

THAT the Clarington Public Library Board receive and approve Administrative Report No. A11-22: March 31, 2022 Financial Report.

Carried

6. **Administrative Report No. A12-22: Service Transactions First Quarter (Q1) 2022**

Motion #LB030-22

Moved by Judy Hagerman, seconded by Donald McKenzie

THAT the Clarington Public Library Board receive and approve Administrative Report No. A12-22: Service Transactions First Quarter (Q1) 2022 as presented.

Carried

7. Administrative Report No. A13-22: No Smoking Near Facility Entrances Policy**Motion #LB031-22**

Moved by Katharine Warren, seconded by Nancy Brandon

THAT the Clarington Public Library Board receive and approve Administrative Report No. A13-22: No Smoking Near Facility Entrances Policy as presented.

Carried

8. Administrative Report No. A14-22: Unscheduled Closures/Reduction in Library and Museum Services Policy**Motion #LB032-22**

Moved by Donald McKenzie, seconded by Katharine Warren

THAT the Clarington Public Library Board receive and approve Administrative Report No. A14-22: Unscheduled Closures/Reduction in Library and Museum Services Policy as amended.

Carried

The Policy was amended to include the word “adverse” in 6 c. on page 2 as follows:
“c. **adverse** weather conditions are predicted to last longer than three (3) days;”

9. Chief Executive Officer Report**Motion #LB033-22**

Moved by Judy Hagerman, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive the April 2022 CEO Report from the Chief Executive Officer.

Carried

10. New Business/Updates (verbal) – J. Hagerman

The Board Vice Chair acknowledged the upcoming retirement of CEO/Library Director Linda Kent and presented a plant to Linda on behalf of the Clarington Public Library Board. Board members thanked Linda for her 8 years of leadership and service and extended their best wishes for her retirement.

Board members welcomed new CEO/Library Director Monika Machacek to the Clarington Public Library, Museums & Archives.

11. Adjournment**Motion #LB034-22**

Moved by Katharine Warren, seconded by Councillor Hooper

THAT the Clarington Public Library Board meeting be adjourned.

Carried

The meeting was adjourned at 5:25 p.m.