



Regular Board Meeting Minutes
February 24, 2022

Minutes of a regular meeting of the Library Board held on February 24th at 5:00 p.m. Board members were present via electronic means due to the Covid-19 Pandemic. Motions were determined by roll call. Board Chair Steven Cooke chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Nancy Brandon	Steven Cooke	Local Councillor Hooper
Donald McKenzie	Regional Councillor Neal	Katharine Warren

Regrets:

Marina Ross	Judy Hagerman	Christopher Hinbest
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Staff Present:

Linda Kent, Chief Executive Officer
Megan Elliott, Manager of Business Administration
Keisha Gomes, Manager of Human Resources
Melissa Redden, Deputy Director

2. **Approval of Agenda**

Motion #LB001-22

Moved by Donald McKenzie, seconded by Councillor Neal

THAT the Clarington Public Library Board approve the agenda of the February 24th, 2022 Board Meeting, as amended.

Carried

The agenda was amended to include two items under New Business/Updates: Dewey's Café and South Bowmanville.

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

4. **Approval of Previous Minutes**

Motion #LB002-22

Moved by Katharine Warren, seconded by Nancy Brandon

THAT the Clarington Public Library Board receive and approve the minutes of the December 16, 2021 Regular Board Meeting, as amended.

THAT the Clarington Public Library Board receive and approve the closed session minutes of the December 16, 2021 Regular Board Meeting.

Carried

The minutes of the December 16, 2021 Regular Board Meeting were amended to move **Motion #LB065-21**, related to the formation of the CEO Ad-hoc Recruitment Committee, from closed session into open session.

5. **Administrative Report No. A01-22: Service Transactions Fourth Quarter (Q4) 2021**

Motion #LB003-22

Moved by Councillor Neal, seconded by Councillor Hooper

THAT the Clarington Public Library Board receive and approve Administrative Report No. A01-22: Service Transactions Fourth Quarter (Q4) 2021 as information.

Carried

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6. **Administrative Report No. A02-22: Board Policy Review – Purchasing Policy**
Motion #LB004-22
Moved by Katharine Warren, seconded by Donald McKenzie
THAT the Clarington Public Library Board receive and approve Administrative Report No. A02-22: Board Policy Review – Purchasing Policy as presented.
Carried
7. **Administrative Report No. A03-22: Board Policy Review – Health & Safety Policy Statement**
Motion #LB005-22
Moved by Councillor Hooper, seconded by Donald McKenzie
THAT the Clarington Public Library Board receive and approve Administrative Report No. A03-22: Board Policy Review – Health & Safety Policy Statement as presented.
Carried
8. **Chief Executive Officer Report**
Motion #LB006-22
Moved by Katharine Warren, seconded by Councillor Hooper
THAT the Clarington Public Library Board receive the February 2022 CEO Report from the Chief Executive Officer.
Carried
9. **New Business/Updates - (L. Kent verbal update)**
- **South Bowmanville Arena Update** – Linda Kent shared with Board members that at the February 4, 2022 Special General Government Committee Meeting, Council voted to proceed with plans for the proposed South Bowmanville Arena without a library, wellness/fitness facility and multi-purpose community space.
 - **Dewey’s Café** –Terri Gray, Executive Director of Community Living Oshawa/Clarington, advised CEO Linda Kent that Dewey’s Café will be leaving the Bowmanville Branch due to significant economic challenges and minimum customer growth.
10. **Adjournment**
Motion #LB007-22
Moved by Councillor Neal, seconded by Katharine Warren
THAT the Clarington Public Library Board meeting be adjourned.
Carried
The meeting was adjourned at 5:35 p.m.