

- Present: Leo McKenna, Chair  
Councillor Debbie Hum  
Councillor Dawn Sloane  
Kathrine Sullivan
- Present from Staff: Judith Hare, Chief Executive Officer  
Bruce Gorman, Director, Information Technology and Collection  
Management  
Al LeBlanc, Director, Finance and Facilities  
Susan McLean, Director, Public Services / Deputy CEO  
Paula Saulnier, Director, Corporate Research and Development
- Guests: Ryan Deschamps, Manager, e-Learning  
Rosette McEwen, NSUPE Local 14
- Regrets: Shawn Cleary  
Lorna Crawley  
Councillor Harry McInroy  
Jason Ross  
Betty Thomas  
Deputy Mayor Sue Uteck

*Due to the absence of quorum, the meeting was held as a discussion.  
All items requiring the approval of the Board were moved to the September meeting.*

**1. Call to Order / Welcome**

The Chair welcomed Councillor Sloane to the Library Board and outlined meeting procedure and protocol.

**2. CEO Report**

**.1 Monthly Report**

CEO Judith Hare reported that the Spring Garden Road location was closed for approximately 45 minutes on Friday, June 15, 2007 due to the Atlantica demonstrations outside the building. There was no damage to the branch.

The Dartmouth North location will have expanded hours starting on June 18, 2007 as a result of additional funding in the 2007-08 budget.

The Nova Scotia Provincial Library met with Public and University Library Directors in efforts to develop a Nova Scotia Library consortium. This initiative would result in increased sharing of information and the removal of barriers between library systems.

As a point of clarification regarding the Debt Collect program, it was reported that there are approximately 150 library card holders who have accumulated over \$500 in fines and fees. It should be noted that there have been changes to library policy to ensure that such abuse of the system can no longer occur.

## **.2 IFLA Report**

Judith Hare presented her report from the International Federation of Library Associations Metropolitan Libraries Section Conference, noting that the information presented by the keynote speakers is worthwhile reading.

## **.3 CULC Report**

The CEO reported that IFLA will hold its 2008 annual conference in Quebec City from August 1-14, 2008. The theme is "Libraries without borders: Navigating towards global understanding." In preparation for IFLA, the Vancouver Public Library is organizing a pre-conference "From Multicultural to Intercultural", August 5-7, 2008. Board members were asked to note these dates in their calendar should they wish to consider attending.

CULC and Toronto Public Library will present a conference "Increasing Diversity in Canadian Cities: The Public Library Response," October 11-12, 2007. Mayor Peter Kelly will be invited to participate in the conference's opening panel discussion.

SOCAN (Society of Composers, Authors and Music Publishers of Canada) licenses libraries to use recorded music in programs and is currently looking for provincial assistance in negotiating fees for public libraries. New Brunswick has already negotiated an annual rate of \$94 per branch per year.

## **3. LBANS Report**

On Thursday, June 21, there will be a day-long program in Truro to deal with the issue of provincial funding of public libraries with the assistance of a facilitator. Three regional library systems have actively spoken out against the current funding structure; it is hoped that this session will bring the group back together.

The Board members present had no issue with the funding request associated with the upcoming session; the motion will be retroactively approved in September or earlier if an interim meeting is called.

#### **4. Financial Report**

##### **.1 Financial Statement ending March 31, 2007**

Director, Finance and Facilities, Al LeBlanc presented the unaudited year-end financial statements. The auditors have reviewed the files and no significant issues are expected. It was noted that the surplus was higher than anticipated; expenses and revenues did not follow projections.

##### **.2 Financial Statement ending May 30, 2007**

Al LeBlanc reported that incorrect projections by HRM regarding the amount of provincial funding may lead to a \$35,000 shortfall at the end of this fiscal year. It was too late to change the figure by the time the correct funding amount was available.

#### **5. New Business**

##### **.1 Authorization of Executive Committee to Act**

This motion was deferred; staff will look at the bylaws and previous motions to see if any further actions are necessary. If approval of the motion is required, a vote will be taken by e-mail.

##### **.2 Meeting Room Rental Policy - Use of Space for Retail Sales**

Paula Saulnier, Director, Corporate Research and Development noted that the change to the policy will allow room rentals to retain a community focus and not retail opportunities. Board members present saw no issues with the change requested.

##### **.3 Tender for the Woodlawn Expansion / Relocation / Public Consultation**

CEO Judith Hare presented the preliminary document that outlines the requirements for a tender to determine public library service needs and evaluate prospective sites within Woodlawn's catchment area to relocate the branch to expanded space. This will be a public tender and will be brought into HRM's tender process.

The Library would prefer to rent as opposed to build; shifting retail in the Woodlawn area means that space is available.

It was noted that new residential and commercial developments are changing traffic patterns. Ensuring access to a new location is key and consultation with the appropriate HRM departments will be necessary.

Board members present were agreeable with the document presented.

#### **.4 Tender for the Central Library Building Program**

The CEO then presented a document which will be for the tender to develop the building program for the Central Library to serve current and future service needs of HRM and determine functional space requirements and total space requirements of the facility. It was noted that there may be a pre-qualification tender as was done with the Keshen Goodman branch. This will be a public tender as well.

It was pointed out that more detail will be added outlining the service levels / volumes of the existing building and where we want to go with a new facility, including a technology wish list.

It is preferred that this tender be open to architects as well as planning groups as this tender will not deal with design but service needs.

The resulting report from this tender should provide the Library with a footprint for the new building and the square footage required. Costing will prove difficult as the end of this phase in absence of a design.

HRM has been asked what they would like their role to be in this process; the Library is awaiting a response.

Board members present were agreeable with the document presented.

#### **.5 Website Presentation**

Ryan Deschamps, Manger, e-Learning presented the new look and format of the website. It is based on five principles:

- the site must "say" Library;
- the site must look good;
- the site must be easy to navigate;
- the site must be dynamic; and
- the site must be frequently updated.

The site is in its final development stages and will begin beta testing in July with an estimated launch of late summer.

**6. Date of Next Meeting: Monday, September 17, 2007.**

**7. Adjournment**

Chair

*Z. M. [unclear]*

Secretary

*Judith Hare*