



Halifax Regional Library Board Regular Meeting

Boardroom - Alderney Gate Public Library
Monday, March 16, 2009 ~ 12:00 noon

Present: Leo McKenna, Chair
Councillor Sue Uteck, Vice Chair
Councillor Jackie Barkhouse
Councillor Peter Lund
Philip Moscovitch

Present from Staff: Judith Hare, CEO
Francisca Goldsmith, Director, Branch Services
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

Observer: Rosette MacEwen, NSUPE Local 14

Regrets: Lorna Crawley
Cathy Maddigan, Director, Human Resources
Kathrine Sullivan
Councillor Jennifer Watts

1. Call to Order / Approval of Agenda

Moved by Councillor Peter Lund and seconded by Councillor Sue Uteck that the Agenda be approved. Motion carried.

2. Motion to Approve Consent Agenda

Moved by Councillor Sue Uteck and seconded by Councillor Peter Lund that the Consent Agenda, including the minutes from the February 23, 2009 Regular Meeting be approved. Motion carried.

3. **Business Arising**

.1 **Library Funding Task Force ~ Letter from Minister Streach**

A letter was received from Education Minister Streach regarding the status of the Library Funding Task Force. The Minister states she is interested in ensuring the long term sustainability of public library services in the province and will be taking the recommendations of the Task Force to Cabinet. The timeline and eventual outcome remains unknown.

4. **CEO Report**

.1 **Monthly Report**

The CEO reported that staff are currently busy with programming and budget preparations.

Although new windows have been installed at the Spring Garden Road Library, water is still entering the building around the windows. It is anticipated these leaks will be fixed once the caulking is inspected. Testing for mold is being carried out in another part of the building, again as the result of a water leak.

Leaks also continue to be an issue on all floors of the Alderney Gate Library, primarily on the third floor.

Renovations continue at Captain William Spry; the branch will be closing on March 22nd after March Break until April 21st to allow for painting, carpeting and the installation of new shelving.

5. **Financial Report**

.1 **Financial Statement ending February 28, 2009 (unaudited)**

Al LeBlanc, Director, Finance and Facilities reported that the Library has revised its anticipated year-end surplus to approximately \$6,600. Expenses and revenues are all within expectations.

Moved by Councillor Jackie Barkhouse and seconded by Councillor Sue Uteck that the unaudited Financial Statement for the period ending February 28, 2009 be approved. Motion carried.

6. New Business

.1 Request for Library in Eastern Passage

A letter from Councillor Barkhouse to the CEO was circulated to the Board, regarding a request for a library branch to be established in Eastern Passage.

The CEO outlined the priorities within the Library's Master Facilities Plan; because projects such as the Central Library and Woodlawn were not immediately approved, the realization of priorities in the Plan is behind schedule. It was acknowledged that due to the passage of time since the Plan was developed that it may be time to review the priorities. Currently, there are no funds available in the budget to hire a consultant to carry out a needs assessment for the Eastern Passage area.

Councillor Barkhouse informed the Board that it is expected a recreational study will be undertaken by HRM for Eastern Passage and inquired about the possibility of the Library participating in the study. The Councillor also noted that the Tallahassee Recreation Centre has land available that the Library could build on.

The Chair acknowledged the need to bring the request forward and noted that despite a lack of available funds, some planning and research could be undertaken by staff. It was requested that the Library investigate participating in HRM's recreational study to gather information and revisit the Master Facilities Plan.

.2 Musquodoboit Harbour - Hours of Service

The CEO presented a business case prepared by staff to expand the hours of the Musquodoboit Library from 22 hours to 50 hours weekly at a cost of \$257,115. The documents were prepared in the knowledge that a petition for expanded hours will be presented to Council by the community.

A similar request has been put forward in previous fiscal years but has not been approved for funding. The Library is aware that for the 2009/10 fiscal year, HRM has stated that business cases can only be submitted if the business unit is able to finance the adjustment within their budget envelope; the Library currently does not have the funds available.

It was noted that the cost of increasing the hours is directly related to an increase in staffing that would be required. A certain number of staff is necessary, dictated partially by patron needs and expectations and partially by the collective agreement.

Moved by Councillor Sue Uteck and seconded by Councillor Jackie Barkhouse that the Halifax Regional Library Board approve the Business case 2009-10 Lib-01 for inclusion in an Information Report to Council when required. Motion carried.

.3 Operating Budget 2009/10

The Library has received its operating budget envelope for 2009/10 and it is very close to what was expected. Al LeBlanc, Director, Finance and Facilities has re-balanced the Library's budget to match the envelope.

There are no new funds available in the coming fiscal year to expand services. The dollar amount is higher in order to accommodate necessary increases in salaries, fuel, rents and utilities.

HRM had requested that the Library increase its revenues by \$50,000, but in looking at the current revenues, it was decided that an increase in revenues was not realistic.

HRM has also warned business units that they may be receiving an adjusted, lower envelope.

Moved by Councillor Sue Uteck and seconded by Councillor Jackie Barkhouse that The Halifax Regional Library Board approve the proposed Operating Budget for 2009-10 as attached.

.4 Date of May Meeting

Due to the third Monday in May being the Victoria Day holiday, the Board agreed to move the meeting from Monday, May 19th to Monday, May 11th.

7. Other Business

None.

9. The Board moved into In-Camera Session

Moved by Philip Moscovitch and seconded by Councillor Peter Lund that the Board move into In-Camera Session. Motion carried.

9. **Motion to approve Motions from the In Camera Meeting**

Moved by Councillor Sue Uteck and seconded by Councillor Jackie Barkhouse that the motions from the In-Camera Meeting be approved. Motion carried.

10. **Adjournment**



Chair



Secretary