

Regular Meeting

Boardroom - Alderney Gate Public Library

Monday, 17 May, 2010 ~ 12:00 noon

- Present:** Leo McKenna, Chair
Councillor Jackie Barkhouse
Lorna Crawley
Roswell James
Philip Moscovitch
Councillor Peter Lund
Kate Sullivan
Councillor Jennifer Watts
- Present from Staff:** Bruce Gorman, Director, Information Technology and Collection Management
Cathy Maddigan, Director, Human Resources
Susan McLean, Director, Public Services / Deputy CEO
Paula Saulnier, Director, Corporate Research and Development
- Observer:** Rosette MacEwen, NSUPE Local 14
- Regrets:** Councillor Sue Uteck, Vice Chair
Judith Hare, CEO
Shawn West, Director, Finance and Facilities

1. Call to Order / Approval of Agenda

Moved by Councillor Kate Sullivan and seconded by Roswell James that the Agenda be approved. Motion carried.

2. Motion to Approve Consent Agenda

Moved by Lorna Crawley and seconded by Kate Sullivan that the Consent Agenda, including the minutes from the April 19, 2010 Regular Meeting be approved. Motion carried.

3. Business Arising

.1 Budget Schedule

Susan McLean and Paula Saulnier will be representing the Library at the Budget Open House later this week, prepared to answer questions from Council.

Budget deliberations start on Friday, May 21 at the Committee of the Whole, with a possible approval vote at Council on Tuesday, May 25.

.2 Capital Campaign - Naming Policies

Information is currently being gathered from local organizations, including Capital Health, Dalhousie University and the IWK.

The Library's existing naming policy, while geared to naming branches based on their geographical location, does provide leeway for naming rights to be granted.

It was recommended that Library staff not set their sights too low in terms of the value to be attached to the naming of the Central Library building.

4. CEO Report

.1 Monthly Report

The Deputy CEO noted that while two major projects were underway: Woodlawn reopening and Central Library planning, significant projects/programs continued at the branch service level.

Income Tax Clinics were offered at nearly all branches with a total of 4,106 people attended the clinics this year, up over 28% from 2009.

The situation at the Dartmouth North Community Centre continues to evolve. The Board that previously operated the Centre has announced that it would no longer manage the Centre. The remaining members will form a society to perform community projects. HRM will operate the Centre beginning July 1.

.2 Woodlawn Library Update

The opening of the new Woodlawn Library was declared a huge success by staff, and early feedback from the public is very positive.

The Deputy CEO thanked Paula Saulnier, Bruce Gorman, Shawn West and Woodlawn staff for bringing the project to its completion. Thanks was also expressed to Councillor Watts for representing the Board at the opening ceremonies.

Preliminary observations note that patrons are using the branch differently. Woodlawn has become a destination as opposed to a place to simply pick up and drop off materials.

The Chair congratulated staff on their efforts.

.3 Central Library Update

Library and HRM staff met with the Central Library's architectural firms the week of April 29. During these meetings, the ground work was laid for how the overall team will work together. Details regarding the site were also examined.

There will be a set of five public meetings, with the first scheduled for the evening of June 10. The objectives of the five meetings are as follows:

- 1: Introducing the architects to the community; gathering general thoughts and expected library impacts
- 2: Looking at spaces, or "packing the diagram." Deciding where things go within the building and how they relate to one another
- 3: What the community wants to see in each area of the building
- 4: Presentation of initial conceptual drawings
- 5: Final conceptual drawings

Detailed drawings will start after the public meetings have concluded.

It will be made clear at the outset that the services of the Central Library have already been defined during the Building Program phase; this phase will lay out the building and determine its look and feel.

Smaller focus groups will also be organized to capture input from those groups and individuals who will not necessarily come to a larger public gathering; groups to be targeted include First Nations, new Canadians, teens and other cultural groups. The objective will be to obtain as many diverse opinions as possible. It was suggested that in addition to targeting specific groups, a focus group be held for members of the general public to sign up for.

The public meetings will be publicized using both traditional and non-traditional means to reach the widest audience possible. Means to advertise and stimulate discussion will include projecting images onto the Spring Garden Road Library building and using social media tools such as Facebook and Twitter.

A meet and greet will also be arranged for Board members and Council in June.

Web links to virtual tours of facilities currently under construction by Schmidt Hammer Lassen will be forwarded to Board members.

5. Financial Report

.1 Draft Financial Statements ending March 31, 2010

Susan McLean, Deputy CEO, presented the draft year-end financial statements to the Board. The library is expecting to be able to transfer \$130,000 in surplus funds to the Central Library reserve as per the Central Library funding agreement.

It was noted that repairs required for the Mobile Library will come from the 2010-11 budget; accounting practices dictate that surplus funds from the previous year cannot be used.

Revenue generated from fines and fees are lower than projected due to a change in borrowing policies and the use of e-mail notifications to patrons for items coming due. In addition, it is also noted that photocopier use has dropped considerably.

Conversely, overall revenues were over budget due to an unbudgeted increase in the provincial grant. The increase was deemed one time only, and the base funding to the Library from the province has not increased.

Moved by Councillor Peter Lund and seconded by Councillor Jackie Barkhouse that the unaudited draft Financial Statement for the period ending March 31, 2010 be approved. Motion carried.

6. New Business

None at this time.

7. Other Business

None at this time.

8. **The Board moved into In-Camera Session**

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

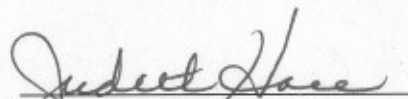
9. **Motion to approve Motions from the In Camera Meeting**

Moved by Philip Moscovitch and seconded by Councillor Jennifer Watts that the motions from the In Camera Meeting be approved. Motion carried.

10. **Adjournment**



Chair


Secretary