



Halifax Regional Library Board Regular Meeting

Boardroom - Alderney Gate Public Library
Monday, 18 October, 2010 ~ 12:00 noon

- Present:** Leo McKenna, Chair
Councillor Sue Uteck, Vice Chair
Councillor Jackie Barkhouse
Paul Bennett
Lorna Crawley
Roswell James
Philip Moscovitch
Kate Sullivan
Councillor Jennifer Watts
- Present from Staff:** Judith Hare, CEO
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
Shawn West, Director, Finance and Facilities
- Observer:** Rosette MacEwen, NSUPE Local 14
- Regrets:** Councillor Peter Lund

1. Call to Order / Approval of Agenda

In Councillor Lund's absence, it was suggested that the items he had asked to be on the Agenda (Items 3.2 - Borrow Anywhere Return Anywhere Pilot Third Quarter Report , 3.3 - Performance Measures, 3.4 - Grants & Donations Status Report, and 3.9 - Central Library Collection Size) be deferred until the November meeting.

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

2. Motion to Approve Consent Agenda

Moved by Councillor Kate Sullivan and seconded by Philip Moscovitch that the Consent Agenda, including the minutes from the September 20, 2010 Regular Meeting be approved as amended. Motion carried.

3. Business Arising

.1 Performance Highlights and Trends 2009-2010

Paula Saulnier, Director, Corporate Research and Development, reviewed the document distributed at the September Annual meeting. The document highlights some of the database of performance measures and statistical reports available to staff for carrying out internal evaluations over time. They are published on an annual basis.

In the last year there was an overall impact on Library usage as a result of the Captain William Spry renovations and Woodlawn move. It was noted that although there was a decrease for in-person visits, this was offset by online visits to the website. The Board requested additional statistics breaking down overall circulation into adult, youth and children's materials.

On a national level, figures submitted to the Canadian Urban Libraries Council (CULC) show Halifax Public Libraries with the highest circulation per capita and the second highest circulation per registered borrower. Halifax continues to maintain its usage levels, while use of libraries in the comparable cities of London, Hamilton, Brampton and Winnipeg declines.

.2 Goals and Objectives 2010-11

Library staff have been working with the new 2010-15 Strategic Plan to develop goals and objectives for the current fiscal year. Goals and objectives are also aligned with HRM's corporate strategy. Quarterly updates will be provided to the Board.

A discussion followed regarding the dissemination of the Goals and Objectives document. It was noted that this should be available on the Library website for public consumption and also be made available to HRM Council. It was also suggested that a column be added to capture an assessment of how each objective was achieved or handled.

It was decided that the version presented to the Board be provided to Council with a covering memo, an abbreviated version be made public and a third iteration be created to incorporate assessments.

Moved by Kate Sullivan and seconded by Paul Bennett that the 2010-11 Goals and Objectives be disseminated to the public and HRM Council and that an internal version incorporate assessments. Motion carried.

.3 Meeting Room Policy

It was reported by Paula Saulnier that the Woodlawn Public Library has received a number of inquiries from groups interested in showing movies in the branch's Auditorium either for their members or as fund-raisers.

Under the Canadian Copyright Act, any film shown in public is required to have public performance rights. Library staff recommend that an amendment be made to the Library's meeting room policy to inform the public that any film shown by a group in a Library meeting room must have public performance rights. Groups will be responsible for acquiring the performance rights to any film which does not come with them.

The Board suggested that a poster be developed for meeting room spaces to explain this requirement.

Moved by Lorna Crawley and seconded by Kate Sullivan that (1) the Halifax Regional Library Board approve changes to the Meeting Room Policy and Meeting Room Contract to address copyright issues regarding the viewing of films in Library meeting rooms; (2) groups wishing to show movies either as a fund-raiser or group function will be responsible for contacting a film's rights-holder and purchasing a license. Regular profit and non-profit room rental rates will apply; and (3) a statement covering the viewing of films be added to the Library's meeting room policy and contracts for all branches: "In accordance with the Canadian Copyright Act, any viewing or exhibition of films must have Public Performance Rights. It is the responsibility of the organization showing the film to purchase a license for public performance viewing rights with the appropriate rating and to operate within the Canadian Copyright Act." Motion carried.

.4 Keshen Goodman Library Café Lease Renewal

Shawn West, Director, Finance and Facilities, presented the Library staff recommendation that the lease for the Keshen Goodman café be renewed for an additional five years.

Changes from the previous lease include no automatic renewal and no refranchising.

The lease has no monetary value. The current lease holder, Treats, works within advertising and promotion restrictions imposed by HRM. The café is a convenience for the public rather than a money-making endeavour.

It was noted that the café planned for the Central Library will be more commercially viable and be accessible outside of Library hours.

Moved by Councillor Jennifer Watts and seconded by Roswell James that the Halifax Regional Library Board authorize the Board Chair and the Chief Executive Officer to sign lease documents on behalf of The Board for a term of five years, March 1, 2010 to February 28, 2015, with no renewal option.

.5 Branch Closures 2005-2010

Paula Saulnier presented a report on unplanned branch closures as requested by the Board at its previous meeting.

Dartmouth North and Spring Garden Road Libraries have the highest number of closures between 2005 and the present. Many of the Dartmouth North closures were dictated by the closure of the Community Centre in which they are housed. For Spring Garden Road, the closures are mainly due to extreme temperature situations.

The Mobile Library is plagued with maintenance issues which take it out of service; it is estimated that the current bus two years of reasonable use left. Library staff have already committed to looking into alternatives during that time frame.

Paul Bennett thanked staff for an excellent report.

4. CEO Report

.1 Monthly Report

The CEO informed the Board of the passing of Dr. Norman Horrocks, Professor Emeritus at Dalhousie's School of Information Management. Dr. Horrocks was a long-time friend and supporter of Halifax Public Libraries. A memorial service will be held at 2pm on Tuesday, October 19th at Saint James United Church in Dartmouth.

The Province of Nova Scotia is contemplating enacting an Adult Learning Act to reaffirm the Government's ongoing commitment to adult learning and stimulate public awareness about the need for and capacity to improve our literacy levels and essential skills in Nova Scotia. A discussion paper was issued for comment; Nova Scotia regional public libraries decided to submit one response through the Provincial Library.

The design of the Central Library continues to evolve. Teen services staff are now consolidated on the second floor. This will have an impact on the

children's play area but not affect children's collection space. Public comments continue to be taken into consideration as the architects look at having elevators servicing all floors, stairs throughout and an escalator between double height spaces only. The fifth floor is now entirely public space, with a mezzanine added to house office space.

The Board expressed their interest in the distributed feature comparison chart which outlines the expansion of services of the Central Library over the Spring Garden Road Library. It was suggested the Council be made aware of this information as well as the public.

The Request for Proposals for Management Consultant Services for the Central Library closed on October 13.

.2 CULC Report

The CEO reported on her attendance at the fall meeting of the Canadian Urban Libraries Council (CULC) in Hamilton, Ontario.

Of interest were the discussions around proposed amendments to copyright legislation. There is a concern that libraries will be denied access, by publishers and commercial owners of digital information to e-content and downloadable materials. Also of note is work being carried out by Library and Archives Canada around the continuation of service to the visually impaired after the CNIB ceases operations of its library in 2012.

5. Financial Report

.1 Draft Financial Statements ending September 30, 2010

Shawn West, Director, Finance and Facilities reported that expenses are currently under budget with revenues slightly over budget.

Some HRM-mandated cuts are causing strains, but the Library is operating within the budgetary constraints. Board members who sit on Council requested that the Library forward them details on where these budget cuts were required.

*Moved by Kate Sullivan and seconded by Paul Bennett that the unaudited draft Financial Statement for the period ending September 30, 2010 be approved.
Motion carried.*

6. LBANS Report

Board member Phil Moscovitch reported that LBANS had an opportunity to meet with

the Provincial Minister of Education. During the meeting, LBANS members made a case for the importance of libraries. The Minister was unable to make any concrete promises in regards to funding but acknowledged she is aware of the issues and noted that she would not like to see all the work done to develop the unratified MOU lost.

6. New Business

1. Preliminary Capital Budget 2011-12

The Library has made a preliminary submission to HRM for next year's capital budget and asked the Board for its input. The Library was asked to submit a simple description of capital requirements for the next 5 years to provide a longer term glimpse of funding needs.

Bedford is an important item as it was a priority in the Master Facilities Plan and the current branch does not reflect the community.

It was noted that, due to the condition of the Mobile, servicing Middle Musquodoboit and Eastern Passage may become more urgent than renovating the Musquodoboit Harbour and Cole Harbour branches. Alternatives to mobile service will need to be explored, as since HRM is not willing to fund the Mobile's operating costs, it is also unlikely HRM would fund a replacement vehicle.

The Board discussed adding a general term or statement to the submission related to extending services to areas currently served by the Mobile. It was asked that a revised submission be brought to the Board at the November meeting.

.2 Central Library Naming Rights

This item was placed on the agenda at the request of member Phil Moscovitch.

It was the understanding of Council representatives on the Board that now that HRM has a naming policy, it usurps the Library's naming policy when the Library is an HRM-owned building. It is expected that HRM will be looking to partially fund the building by selling the naming rights to the Central Library.

It is unclear, however, if funds raised through selling the naming rights to the building would go towards the \$1.7 million fundraising goal the Library has to reach.

.3 Annual Board Christmas Party

The CEO confirmed with Board members the desire to hold the Board's annual Christmas party. The Board requested that staff work the HRM Clerk's office in

establishing a date to minimize scheduling conflicts.

8. Other Business

None at this time.

9. The Board moved into In-Camera Session

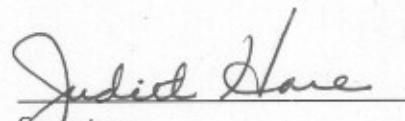
Moved by Kate Sullivan and seconded by Councillor Jackie Barkhouse that the Board move into In-Camera Session. Motion carried.

10. Motion to approve Motions from the In Camera Meeting

Moved by Roswell James and seconded by Kate Sullivan that the motions from the In Camera Meeting be approved. Motion carried.

11. Adjournment


Chair


Secretary