



Halifax Regional Library Board  
**Regular Meeting**

Boardroom - Alderney Gate Public Library  
Monday, 21 February, 2011 ~ 12:00 noon

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Present: Philip Moscovitch, Chair  
Paul Bennett, Vice Chair  
Councillor Jackie Barkhouse  
Lorna Crawley  
Roswell James  
Councillor Peter Lund  
Kate Sullivan  
Councillor Jennifer Watts  
Councillor Sue Uteck

Present from Staff: Judith Hare, CEO  
Bruce Gorman, Director, Information Technology and Collection  
Management  
Paula Saulnier, Director, Corporate Research and Development  
Shawn West, Director, Finance and Facilities

Observer: Rosette MacEwen, NSUPE Local 14

Regrets: Cathy Maddigan, Director, Human Resources  
Susan McLean, Director, Public Services / Deputy CEO

**1. Call to Order / Approval of Agenda**

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

**2. Motion to Approve Consent Agenda**

*Moved by Kate Sullivan and seconded by Roswell James that the Consent Agenda,  
including the minutes from the January 17, 2011 Regular Meeting be approved.*

### **3. Business Arising**

#### **.1 Library Service Review Updates**

The CEO reported that the service review is now underway. In a meeting held to review the Library's Information Technology department, David Muise, HRM's Manager of Information Technology, noted that there were a number of opportunities for collaboration with Library staff, but that there was no desire on the part of HRM to take on the services provided by the Library's Information Technology department. It was also noted that the Library is a model on the use of open source software.

The Library is now awaiting word that this portion of the review is complete; the next area to be reviewed is the Finance and Facilities department. The review is being carried out one department at a time.

Any Board concerns will be addressed when the draft report comes before the Board prior to going to Council.

### **4. CEO Report**

#### **.1 Monthly Report**

It was reported that the Alderney Gate branch will be closed for three weeks in March to allow for the replacement of carpeting on the first floor of the branch.

Also at Alderney Gate, a recognition event was held for the Library's Income Tax Clinic volunteers, hosted by Revenue Canada Minister Ashfield and Atlantic Region federal representatives.

February also saw extensive activities celebrating African Heritage Month, including the popular Opening Night ceremony at Halifax North. Guest performers El Jones (spoken word poetry) and the Maritime Centre for African Dance captivated everyone.

The Keshen Goodman Library and other branches close to Canada Games venues are promoting visitor services including free internet access, wireless, tourism information.

Councillor Linda Mosher, a member of HRM's Graffiti Task Force, contacted the Woodlawn branch regarding its Graffiti Art Workshop teen program. There was a concern on the part of the Councillor that the program conflicted with HRM's anti-graffiti stance. The Library achieved a mutual compromise which allowed the branch to maintain the program by rebranding it as a mural art painting class.

Kelli WooShue, Reference Services Manager at Spring Garden Road, was invited to go on a 10-day visitor program to the United States. Mostly paid for by the US Department of State, the program will involve a study tour of libraries in several states with a focus on digital services. The Board requested the CEO prepare a letter of congratulations.

## **.2 Central Library Report**

The CEO reported that senior staff are reviewing the latest set of plans received from the architects as interior details continue to be developed.

As the design moves forward, it has been established that the final design will be approved by HRM's Design Review Committee; the design does not go to Council for approval. Council's part in the project was the approval of the project and its budget. As part of the approval process, display boards will go up in HRM Service Centres. The Board suggested that one also be displayed at City Hall.

With regards to the public art portion of the project, a meeting will be held on February 28 to determine the short list from the submissions received. The Library has a representative on this committee.

A recent article in *The Chronicle Herald* referenced potential expenses related to the excavation of the Central Library site due to pyritic slate. It was noted that this was a known expense and should not be an issue.

As stated at previous meetings, the objective is to build to the budget. It is hoped that extra funding for interior finishing details and the collection will come from fundraising in excess of the required target of \$1.7 million.

In order to hold to the budget, a mezzanine floor between the first and second floors has been removed. All of the staff offices and work areas on the mezzanine level have to be relocated and integrated into other floors. However, all features promised to the public in the consultations will be preserved.

The budget for exterior landscaping, treatment of the surrounding area will be limited to \$200,000. It is hoped that additional funding for the exterior plazas will come from the Spring Garden Road beautification project.

It was also noted that any studies or assessment being carried out in relation to the project are being funded from the overall budget. The Board asked to received an itemized report on expenses to-date. The question was posed as to whose responsibility it is to manage project costs.

Finally, it was noted that the land acquisition issue between HRM and Dalhousie University is still outstanding. Peter Bigelow is working on a resolution.

## 5. Financial Report

### .1 Draft Financial Statements ending January 31, 2011

Shawn West, Director, Finance and Facilities noting there was nothing outstanding in the financial statements to report and that all financial commitments are being met, including a \$202,000 transfer to HRM as part of the vacancy management initiative.

*Moved by Councillor Peter Lund and seconded by Councillor Sue Uteck that the unaudited draft Financial Statement for the period ending January 31, 2011 be approved. Motion carried.*

## 6. LBANS Report

Board member Roswell James reported that at the most recent LBANS meeting, there was concern over the funding for public libraries being moved from one departmental budget to another. It has been confirmed that the line item for libraries is not set by the department responsible for libraries, but is set by the Cabinet Executive. However, funding amounts for 2011-12 are still unknown.

LBANS met with the Honourable David Wilson, Minister of the new Department of Communities, Culture and Heritage. As expected, the new Minister is not knowledgeable about public libraries, but appears enthusiastic and is open to conversation. The Ministry will not be imposing a top-down structure, but will look for synergies that can be obtained between the various museum, archives and libraries.

## 7. Monthly Performance Measures Trend Summary

Paula Saulnier, Director, Corporate Research and Development, provided a trend summary to the January 2011 Library performance measures as requested by the Board.

Highlights for the month include an increase in circulation for both January and year-to-date despite a number of weather-related closures. In addition, meeting room bookings are showing substantial increases, due mostly to the addition of meeting space at the Woodlawn Library. The website continue its trend of increased use month over month, year over year. Requests Placed also continue to increase, reflecting how people borrow materials from across the region and/or use the website to request materials of interest.

