



Halifax Regional Library Board Regular Meeting

Boardroom - Alderney Gate Public Library
Monday, October 17, 2011 ~ 12:00 noon

- Present: Philip Moscovitch, Chair
Paul Bennett, Vice Chair
Lorna Crawley
Councillor Peter Lund
João Matwawana
Joy Mendleson
Councillor Jennifer Watts
Councillor Sue Uteck
- Present from Staff: Judith Hare, CEO
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 Jackie Barkhouse
Roswell James

1. Call to Order / Approval of Agenda

The Chair noted that Item 4.3, Appointment of Library Board Executive should be listed under the LBANS report as Item 6.2.

Councillor Jennifer Watts asked that Item 5, Performance Measures - September 2011 be brought forward to the Regular Agenda. Councillor Watts also requested a discussion regarding the contents of the Consent Agenda.

Moved by Councillor Jennifer Watts and seconded by Councillor Peter Lund that the Agenda be approved as amended. Motion carried.

2. Motion to Approve Consent Agenda

Councillor Jennifer Watts questioned the requirement to provide the Board with paper copies of the Grant & Donations Status Report, Media Log and Correspondence each month. The CEO noted they were part of the Consent Agenda at the request of a previous iteration of the Board.

The Board discussed what items they would like to receive and how they would like to receive them. It was decided that the Media Log would consist of the list of articles only and that the Media Log, Grants & Donations Status Report, Correspondence and Public Service reports would be sent to Board Members via e-mail in order to reduce the size of the paper package. The e-mail will be sent by staff the same day as the paper package. The Board requested that Minutes, the Action Sheet and Performance Measures still be provided in paper form.

*Moved by Councillor Sue Uteck and seconded by Paul Bennett that the Consent Agenda, including the minutes from the September 19, 2011 Regular Meeting be approved.
Motion carried.*

3. CEO Report

.1 Monthly Report

The CEO reported that staff are preparing for the national launch of the Lest We Forget program on November 9 at the Spring Garden Road Library. Halifax was chosen for the launch by Library and Archives Canada. The launch and initial workshop will involve high school students, local veterans and active military personnel, including a colour guard. The Board will receive an invitation to the event via email.

Preparations continue for the Sackville branch renovations. The branch is scheduled to close on November 7 for 5 weeks. The equipment and furniture on order and the awarded tenders are all within budget. Once renovations are completed, it is expected that the branch will provide better service to the public.

The Central Library design will be on display as part of Fusion Halifax's Viva City event October 18 at the Marriott Harbourfront. All downtown construction projects will be featured. The CEO as well as Central Library architect George Cotaras will be present at the event.

The CEO, along with several other library staff, attended The Art of Hosting Workshop September 26 to 28 at the Chocolate Lake Best Western. Tim Merry, who assisted with the 2010 series of Central Library public consultations, along with an international team, provided the instruction. The Library saw the

workshop as an opportunity to learn more group techniques and practice methods to build relationships.

.2 Central Library Report

Library staff are continuing to work with federal and provincial partners to confirm a date for the groundbreaking ceremony - the original date of October 14 has been cancelled. As ground at the site has already been broken, the event, expected to be a pro-forma photo opportunity, will feature the unveiling of the most recent image of the building.

The CEO also noted that staff are working on the next step of the public consultation process - a session that will feature a fly-through video of the building; the architects hope to have the video finished by November 15. The event will also be an opportunity to thank the public and talk about the Capital Campaign.

There is some worry that the construction schedule is slipping; HRM is now saying that substantial completion will be reached by August 2014 whereas the Library has been using December 2013. The CEO will be discussing the matter with the project manager as a delayed completion could place the Build Canada funding in jeopardy.

The CEO distributed a report for Regional Council's November 8 meeting which requests approval for the Library to withdraw funds from the Central Library reserve account in order to fund the Capital Campaign. The reserve was created from one-time, year-end, unbudgeted funds received from the Province. Putting the funds in a reserve account meant the funds remained available to the Library instead of being pulled into HRM's general revenues. The funds would have been requested earlier in the year, but the Library has been awaiting confirmation from HRM as to whether withdrawals from the reserve required Council approval or not. The Board requested that the report be amended to expand on the formation of the Capital Campaign Steering Committee.

Moved by Councillor Jennifer Watts and seconded by João Matwawana that the Board approve the Central Library Capital Campaign Council Report. Motion carried.

5. Financial Report

.1 September 30, 2011 Financial Statements (unaudited)

Shawn West, Director, Finance and Facilities presented draft financial statements as of September 30, 2011. At that point in time, the Library was under budget in terms of expected expenses and over budget for revenue.

