



Halifax Regional Library Board
Meeting Minutes
Boardroom - Halifax Central Library
Thursday, May 25, 4:30-6:30pm

Present: Paul Bennett (Chair)
Tara Gault (Vice Chair)
Leah Hamilton
Lisa Blackburn
Lorraine Glendenning
Cindy O'Driscoll
Brad Munro
Stephanie Clark
Janet Newton

Regrets: Sam Austin

Staff: Åsa Kachan
Terry Gallagher
Debbie LeBel
Mairead Barry
Alison Lucio

1.0 Call to Order/Approval of Agenda

Paul Bennett called the meeting to order.

Moved by Lisa Blackburn and seconded by Brad Munro that the Agenda be approved as circulated.

Motion approved.

2.0 Motion to approve Minutes of April 27, 2017

Moved by Janet Newton and seconded by Brad Munro that the Minutes of April 27, 2017 be approved as circulated.

Motion approved.

3.0 Business Arising

3.1 Board Awards – Recipient Recommendations

Paul Bennett and Åsa Kachan spoke to the Board regarding the list of proposed recipients of the 2017 Board Awards. Preliminary work and recommendations were put forth to the board from the Board Awards Selection Committee and were included in the meeting package. The Board was pleased with the quality of the award nominees, especially as this will mark the first year of the Board Awards.

Moved by Leah Hamilton and seconded by Cindy O’Driscoll that the slate of proposed recipients of the 2017 Board Awards be approved by the Halifax Regional Library Board. The recipients will receive their award at the Annual General Meeting. Motion approved.

Slate of recipients of the 2017 Board Awards:

Staff Impact & Innovation:	Anneka Janes
Volunteer Impact:	Don Bidgood, Dart. Jr. Chess Club
Community Impact:	Halifax Community Learning Network (Denise Morley)

4.0 New Business

4.1 Annual General Meeting Overview

Paul Bennett led a discussion regarding the upcoming Annual General Meeting. The event will begin at 4:00pm. The Board discussed how the election of officers will be held in an open meeting, but separate from the celebration events in Paul O’Regan Hall.

Moved by Tara Gault and seconded by Lisa Blackburn that the proposed agenda for the Annual General Meeting be approved. Motion approved.

Mairead Barry, Director of Strategy, provided an overview of the printed Annual Report that will be circulated at the AGM. The Board was very supportive of the design and content of the Annual Report.

5.0 Chief Librarian and CEO Report

5.1 Monthly Report

Åsa Kachan, CEO & Chief Librarian, provided an overview of the report that was circulated with the meeting package.

Ms. Kachan spoke to the coming announcement regarding increased open hours for branches. This initiative was discussed with all branch managers, and there

was great support throughout the organization. The Board supported this initiative.

Lisa Blackburn spoke to the Board about the recent opening of the Community Garden this past weekend in Sackville. The seed garden is incredibly successful. Åsa spoke to how the seed garden fits nicely into our Canada 150 Food grant, Taste Like Home, that will be happening this summer.

Further highlights included:

- Dartmouth North TD Open House was a great success and there was incredible participation. Working with the landscape architect in finding a great solution for the space, and anticipating work completed November 2017.
- Positions posted for Business Analyst and Project Manager for the Strategic Workforce Plan (SWP).
- New Manager of Human Resources has been hired. The announcement will be coming out later this week.
- Interviews are currently happening for the position of Creative Lead (Marketing & Communications)
- Central Outdoor Signage is being finalized

6.0 Board Reports

6.1 Executive Committee

Paul Bennett provided an update on the Executive Committee. The Committee met the last two months. Highlights from the work of the Committee include:

- **Capital Fundraising** – the Committee will be discussing the various options of how to move forward. Fundraising consultant be asked to come and discuss this with the full board.
- **Board Development Survey** – the Committee discussed the possibility of moving the dates of some board meetings, and decided to keep meeting dates as scheduled.
- **Boardrooms** – the original boardroom at Alderney Gate will be used by staff as a project central for the SWP. There is a plan to reorganize and renovate the 3rd floor of Alderney, and this will impact the Boardroom at that location.

An update on all Capital Projects and the Facilities Master Plan will be provided to the Board at a future meeting.

6.2 Finance & Audit Committees

Leah Hamilton provided an update to the Board. Staff presented detailed financials to the Committee at the last meeting. Leah Hamilton led a discussion with the Board regarding whether the full board would like to see detailed

financials. The Board agreed that a short report with a one-page financial overview was preferred.

Leah Hamilton reported that financials are on budget. The financial audit is currently happening, and these results may change our bottom financial line, and HRM understands this.

The Finance & Audit Committee held a discussion regarding procurement; the Committee reviews procurement and compliance reports. As some rules of procurement have changed, these will be presented again to the Committee in September.

Moved by Leah Hamilton and seconded by Janet Newton that the report from the Finance & Audit Committee be accepted.

Motion approved.

6.3 Governance Committee

Tara Gault provided an update to the Board regarding the work of the Governance Committee. The Committee has started work on the bylaw review. The Committee is currently reviewing best practice and comparing our current bylaws to others that have been updated more recently. The Committee is now in the process of putting together a draft Table of Contents, and then will reference these against a second set of strong bylaws. Once a draft set of bylaws have been crafted, these will come to the full Board for review and approval. After the Bylaws have been reviewed, Governance Policies will be developed.

6.4 LBANS Update

Paul Bennett provided an update to the Board on LBANS. Some libraries throughout the province (not HPL) have been doing visible campaigning for increased funding. These actions sparked a response from the Chief Electoral Officer, who sent a letter to LBANS and is included in the meeting package. There was much discussion about the appointment of the Provincial Librarian at the last LBANS meeting. We have been informed that a search committee has been established.

Paul Bennett informed the Board that he put Doug Vaisey's name forward for consideration for the LBANS Award.

7.0 Board Correspondence

Paul Bennett spoke to the Board regarding the two items that were included in the meeting package:

- a. Letter to Minister Ince regarding NS Provincial Funding
- b. Letter to LBANS re: Doug Vaisey

There were no questions regarding the two items of correspondence.

8.0 Motion to Move In-Camera

Moved by Tara Gault and seconded by Cindy O'Driscoll that the Halifax Regional Library Board move in camera.

Motion approved.

9.0 Other Business

Åsa Kachan announced that she was interviewed by CBC on Sunday morning for the Atlantic Voice program. The interview was 30 minutes in length and there has been very positive feedback regarding the interview. A link to the interview will be sent out to the Board .

10.0 Adjournment

Moved by Brad Munro and seconded by Stephanie Clark that the May 25 meeting of the Halifax Regional Library Board be adjourned.

Motion approved.