



**Halifax Regional Library Board
Meeting Minutes
Boardroom - Halifax Central Library
Post Annual Meeting
June 26, 2019**

Present: Tara Gault, Chair
Cindy O'Driscoll, Vice Chair
Leah Hamilton
Marika Warren
Sharon Costey
Lisa Blackburn
Brad Munro
Kim Brooks

Staff: Åsa Kachan, CEO & Chief Librarian
Alison Lucio, Executive Assistant

1.0 Call to Order/Approval of Agenda

Tara Gault called the meeting to order.

Moved by Cindy O'Driscoll and seconded by Kim Brooks that the agenda be approved as circulated.

Motion approved.

2.0 Chair's Opening Remarks

Tara provided brief remarks to the Board regarding the successful Annual Meeting.

3.0 Chief Librarian & CEO Report

Åsa Kachan provided a brief overview and spoke to the members of the Board regarding the Branch and Department highlights document that was included with the meeting package.

4.0 Election of Officers

For this portion of the meeting, CEO and Chief Librarian, Åsa Kachan assumed the position of meeting Chair.

Åsa Kachan requested a motion to declare all Board Executive positions vacant. This motion was put forth by Tara Gault seconded by Cindy O'Driscoll.

Motion approved.

Election of Board Chair

Åsa Kachan asked for nominations for the position of Board Chair.

Tara Gault put forth a motion to nominate Cindy O'Driscoll for the position of Board Chair. This motion was seconded by Brad Munro.

Motion accepted.

Cindy O'Driscoll accepted the nomination for Board Chair.

With there being no further nominations for Chair, Lisa Blackburn put forth a motion to close nominations for the Chair position. This motion was seconded by Leah Hamilton.

Motion approved.

Cindy O'Driscoll was declared Board Chair.

At this time, Cindy O'Driscoll assumed the position of the Board Chair, and continued with the approved agenda.

Election of Vice Chair

Cindy O'Driscoll called for a motion to open nominations for Vice-Chair. Brad Munro put forth this motion and the motion was seconded by Leah Hamilton.

Lisa Blackburn put forth a motion to nominate Kim Brooks as Vice-Chair. This motion was seconded by Leah Hamilton.

Motion approved.

Kim Brooks accepted the nomination for Vice-Chair.

With there being no further nominations for this position, Tara Gault put forth a motion to close nomination for the Vice-Chair position. This motion was seconded by Leah Hamilton.

Motion approved.

Kim Brooks was declared Board Vice-Chair.

Cindy O'Driscoll informed that Board that Marika Warren has kindly agreed to Chair the Finance & Audit Committee of the Board. Kim Brooks has agreed to serve as Chair of the Planning & Performance Committee, as the Vice-Chair usually also serves as this Committee Chair.

5.0 Board Committee

5.1 Board Executive

The Board Executive Committee met to discuss a number of items. Updates will be provided during the in-camera portion of the meeting.

5.2 Finance & Audit

Leah Hamilton, former Committee Chair, reported that the recent audit completed by KPMG was a positive experience with a robust process. The Audited Financial Statements have been approved and will be signed by all parties.

5.3 Planning & Policy Committee

Cindy O’Driscoll spoke to the work that this Committee has completed to date. All policies have been reviewed and divided into three categories: Operational, Organizational, and Governance. The Committee is recommending to the full board that the Operational policies be divested to management to oversee. Organizational and Governance policies will be reviewed by the Planning & Policy Committee over the next year. Kim Brooks requested one friendly amendment to the policy list: that Employment Equity policy be moved to Organizational. The Board and Management agreed to the amendment.

Cindy O’Driscoll put forth the following motion:

THAT the Halifax Regional Library Board recommend that all policies listed as “Operational” in the policy list provided by the Planning & Performance Committee be devolved from the Board. Responsibility for creation and maintenance of the policies listed as “Operational” will be given to Management.

This motion was seconded by Kim Brooks.

Motion approved.

Leah Hamilton put forth a motion to move to the in-camera portion of the meeting to discuss items 6.0 LBANS and 7.0 CEO Contract. This motion was seconded by Lisa Blackburn.

Motion approved.

Leah Hamilton put forth a motion to move out of the in-camera portion of the meeting. This motion was seconded by Marika Warren.

Motion approved.

8.0 Other Business

There was not further business.

9.0 Adjournment

Marika Warren put forth a motion to adjourn the meeting. This motion was seconded by Tara Gault.

Motion approved.