



Halifax Regional Library Board

Meeting Minutes

September 17, 2020

Zoom

Attendees:

Cindy O’Driscoll, Board Chair
Kim Brooks, Board Vice-Chair
Marika Warren
Sharon Costey
Lisa Blackburn
Tim Outhit
Alfred Burgesson
Linda MacKay
Heather Rose
Emily Miller

1.0 Call to order / Approval of Agenda

Board Chair Cindy O’Driscoll welcomed everyone to the meeting and called the meeting to order.

Marika Warren put forth a motion to approve the agenda as circulated. This motion was seconded by Kim Brooks.

Motion approved.

Heather Rose put forward a motion to approve the minutes of August 13, 2020. This motion was seconded by Marika Warren.

Motion approved.

2.0 Chair’s Report

Cindy O’Driscoll provided a brief update to the Board. The Executive Committee recently met regarding the CEO Evaluation process. Further conversation regarding this item was held in-camera.

3.0 CEO’s Report

Åsa Kachan provided an update to the Board regarding a number of issues at Halifax Public Libraries. Highlights included:

- Furloughed staff will be returning to the organization next week. The Library is looking forward to welcoming back the staff complement.
- Work continues on the development and delivery of online programming. Karen Dahl and the Programming team continue to find innovative ways to provide service.

- Branches are experiencing increased gate counts and increased activity in branches as covid-numbers continue to remain low in Nova Scotia.
- The organization welcomed new employee Lori MacNeil, Wellness, Health & Safety Specialist.
- Renise Cain and Maria Bartlett (and others) are spending time in the Preston communities in advance of the opening of the Preston Office. A final name for this office has not yet been determined. The communities are very excited and pleased with the location of the Library office.
- Computers for Success Canada provided the Library with funding for a number of BIOPC interns.
- The organization is currently hiring a District Manager for the Eastern District, finalizing a Manager position at Halifax North, and a community navigator for Dartmouth North.

Cindy O’Driscoll thanked Åsa for the report.

4.0 Moving towards Racial & Social Equity

Continuing with the conversation from August’s meeting of the Board, the Board discussed possible next steps. Now that furloughed staff are returning, the Diversity and Inclusion survey (through the Canadian Centre for Diversity & Inclusion) will be administered to all staff. It is hoped that this survey will show how the organization is moving forward with gauging and hearing from staff about how much they are included. It is essential that we hear from staff and staff to be engaged in the organization.

The Marketing & Communications team will continue to be intentional with amplifying voices and reflecting with real intention through social media.

The organization is exploring anti-racism education, and will be exploring a number of possible approaches such as ‘The Blanket Exercise’ (on hold due to covid) and other education pathways.

The Board confirmed that this will remain a standing agenda item.

5.0 Board Committee Reports

5.1 Board Executive

Cindy O’Driscoll reported that Maureen Reid of Boardworks Consulting will be attending the upcoming retreat to speak to risk. Mairead Barry will lead the afternoon’s conversation regarding Strategic Planning.

5.2 Finance & Audit

Marika Warren reported that the Finance & Audit Committee did not meet between Board meetings, and there is nothing to report.

5.3 Planning & Performance Strategic Planning Update

Kim Brooks provided an update to the Board. The recommended approach to the Strategic Planning process was circulated as part of the Board package. The Planning & Performance Committee met with Mairead Barry and is recommending the proposed process. The Board discussed the proposed approach and agreed to begin the discussion on the next iteration of the Strategic Plan at the upcoming retreat.

The Planning & Performance Committee has been working on the Board Manual and updating policies. Last year the Chair and Vice-Chair reviewed the policies in entirety, and policies were divided into organizational policies and operational policies. The Board Manual is foundational to this work, and this work will begin to come to the full Board for review.

Motion to move in-camera

At this point in the meeting, Linda MacKay put forward a motion for the Board to move to in-camera for the purposes of discussing:

6.0 CEO Evaluation

This motion was seconded by Lisa Blackburn.

Motion approved.

7.0 Other business

There was no further business brought forward.

8.0 Adjournment

With no further business, Cindy O'Driscoll adjourned the meeting.