

---

**EDMONTON PUBLIC LIBRARY BOARD**

Thursday, November 24<sup>th</sup>, 2016 5:30 p.m.

Stanley A. Milner Library  
(3<sup>rd</sup> Floor Boardroom)

---

**ATTENDANCE:**

**Board:** Dr. Brian Heidecker, Chair  
Dr. Sherrill Johnson  
Mr. Nazir Mulji  
Ms. Jill Scheyk  
Dr. Fern Snart  
Ms. Zainul Mawji  
Ms. Jennifer Huntley

**Staff:** Ms. Pilar Martinez, Chief Executive Officer  
Ms. Linda Garvin, Executive Director, Customer Experience  
Mr. Gastone Monai, Chief Financial Officer  
Ms. Tina Thomas, Executive Director, Strategy & Innovation

**Regrets:** Councillor Ben Henderson, Mr. Jay Ball, Ms. Miranda Jimmy

**Recording Secretary:** Ms. Lisette Lalchan

---

**1. CALL TO ORDER**

Chair Brian Heidecker called the meeting to order at 5:30 p.m.

**2. ADOPTION OF AGENDA**

**MOTION:** That the Board approve the agenda as distributed.  
Moved by Sherrill Johnson. Seconded by Jennifer Huntley.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest identified regarding agenda items.

**4. ADOPTION OF MINUTES**

**MOTION:** That the Board approve the September 13, 2016 meeting minutes.  
Moved by Jill Scheyk. Seconded by Jennifer Huntley.

**CARRIED**

## 5. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

## 6. NEW BUSINESS

### 6a) 2019- 2023 Strategic Plan Presentation from Stack'd Consulting

Dustin Anderson and Ahmed Abdelraman of Stack'd Consulting presented on the proposed plan for the 2019 – 2023 EPL Strategic Plan. Highlights included the overview of process, methodology, timelines and execution. All questions were answered by Dustin Anderson.

### 6b) Governance & Nomination Committee Report

Committee Chair Sherrill Johnson gave an overview of the work the committee did on the Board Recruitment Profile. It was noted by Chair Brian Heidecker that the Board will be filling two positions this year.

**MOTION:** That the Board approve the Recruitment Profile.  
Moved by Sherrill Johnson. Seconded by Fern Snart.

**CARRIED**

### 6c) Finance & Audit Committee Report

Gastone Monai gave an overview of the Finance & Audit Committee Report.

**MOTION:** That the Board approve the Q3 Financial Results including the recommendation to re-allocate \$4.5 Million to the Milner Revitalization Project.  
Moved by Jennifer Huntley. Seconded by Sherrill Johnson.

**CARRIED**

**MOTION:** That the Board approve the 2016 Audit Plan  
Moved by Zainul Mawji. Seconded by Fern Snart.

**CARRIED**

### 6d) HR & CEO Performance Management Committee Report

Committee Chair Fern Snart provided an overview of the approach the committee took for policy review.

**MOTION:** That the Board approve Appendix B CEO Evaluation Instrument  
CEO Performance Management Framework and Guidelines  
(B-2019)  
Moved by Jennifer Huntley. Seconded by Sherrill Johnson.

**CARRIED**

6e) Milner Update

Pilar Martinez, CEO, presented an update on the Milner Library. Members of the Executive Team also provided updates on the move to MNP Tower and Enterprise Square, Change Management Sessions that were provided to staff, new leases and plans for celebrations.

6f) Board Approval for Library Closures

**MOTION:** That the Board approve the closure of Milner for the duration of Milner Revitalization project.

Moved by Jill Scheyk. Seconded by Zainul Mawji.

**CARRIED**

**MOTION:** That the Board approve the closure of the Library for one day in September or October 2017 for the staff learning day.

Moved by Sherrill Johnson. Seconded by Fern Snart.

**CARRIED**

6g) Fund Development Report 3<sup>rd</sup> Quarter

Tina Thomas, Executive Director, Strategy & Innovation presented the Q3 Fund Development Results. Tina also shared the news of a Canada 150 Grant for \$225,000 that EPL was awarded for the Exploring Reconciliation Stories project.

6h) Daddy Boot Camp Presentation

Tina Thomas presented on the EPL program Daddy Boot Camp. The presentation was very well received.

**7. CONSENT ITEMS**

7a) CEO Report

7b) Chair's Report

7c) ALTA Report

7d) Anthology Report

7e) HR&CEO Performance Management Committee Report

Appendix A, CEO Performance Evaluation – Procedures and Timetable

7f) Finance & Audit Committee Report

7g) Governance & Nomination Committee Report

7h) KPIs 3<sup>rd</sup> Quarter

**MOTION:** That all Consent Items be received as information.

Moved by Fern Snart. Seconded by Zainul Mulji.

**CARRIED**

**8. NEW INQUIRIES**

'Closing time' video prepared by EPL staff, Sean Chinery, was viewed by the Board.

**9. ADJOURNMENT**

The meeting adjourned at 6:52 p.m.