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**EDMONTON PUBLIC LIBRARY BOARD**

Tuesday, June 18, 2019

Aspen Conference Centre

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**ATTENDANCE:**

**Board:** Dr. Fern Snart  
Mrs. Kenna Houncaren  
Mr. James Crossman  
Dr. Brian Heidecker  
Councillor Ben Henderson  
Ms. Jennifer Huntley  
Ms. Sandra Marin  
Ms. Aaida Peerani

**Regrets:** Mrs. Zainul Mawji, Ms. Jill Scheyk

**Staff:** Ms. Pilar Martinez, Chief Executive Officer  
Mr. Gastone Monai, Chief Financial Officer

**Guests:** Ms. Anna Alfonso, Director, Marketing & Communications  
Ms. Chrissy Hodgins, Director, Branch Services & Community  
Engagement

**Recording Secretary:** Ms. Lisette Lalchan

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**1. CALL TO ORDER**

Chair, Dr. Fern Snart, called the meeting to order at 5:37 pm. She welcomed EPL staff, Anna Alfonso and Chrissy Hodgins.

**2. ADOPTION OF AGENDA**

**MOTION:** That the agenda be approved as circulated with the following amendment: that the date noted on the minutes be updated to May 8, 2019. Moved by Aaida Peerani. Seconded by Kenna Houncaren.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest identified.

#### **4. ADOPTION OF MINUTES**

**MOTION:** That the Board approve the May 8, 2019 meeting minutes.  
Moved by Sandra Marin. Seconded by Jennifer Huntley.

**CARRIED**

#### **5. BUSINESS ARISING FROM THE MINUTES**

There were no outstanding items identified.

#### **6. NEW BUSINESS**

##### **6a) Milner Update**

Pilar Martinez introduced Chrissy Hodgins, Director, Branch Services & Community Engagement and Anna Alfonso, Director, Marketing & Communications. She then turned the floor over to Anna.

Anna presented the Board with an update on communication plans for the revitalized Milner Library, including the grand opening. She highlighted 3 main areas of focus for the remainder of 2019; to inform, engage and to excite. She shared timelines of events such as the time capsule event, tours and social media posts and promotions related to the grand opening on February 14, 2020. Trustees were encouraged to share any additional ideas and how they would like to contribute with Lisette.

Chrissy Hodgins then provided an overview of the staffing strategy for the Milner Library, including plans for transferring Milner staff from branches, recruitment for vacant positions, change management, communications, and staff onboarding and training.

Gastone Monai followed with a presentation on the Milner funding strategy. Also, he provided updates on the café and the Early Learning and Care Centre.

Finally, Pilar Martinez provided the board with an overview of the space layout and a review of the floor plans, along with a photo tour of the project, highlighting many of the new features.

Anna Alfonso and Chrissy Hodgins left the meeting.

##### **6b) EPL Committee and Chair Appointments**

Dr. Snart referred to the Committee and Chair appointment document shared in the meeting package. She thanked the Board for their continued support and their dedication to committee work.

**MOTION:** That the Board approve Committee and Chair Appointments.  
Moved by Ben Henderson. Seconded by Brian Heidecker.

**CARRIED**

**6c) Library Use Policy (B-2028)**

The Board reviewed the Library Use Policy as provided in the meeting package.

**MOTION:** That the Board approve the Library Use Policy (B-2028).

Moved by Ben Henderson. Seconded by Kenna Houncaren.

**CARRIED**

**7. CONSENT ITEMS**

Dr. Fern Snart shared an update on the Alberta Library Trustee Association; their activities, history and challenges they face. She asked the Board for a volunteer to be the EPL representative for the 2019-20 term.

Additionally, Dr. Snart provided an update on the Friends of EPL and their activities to date. She is pleased to remain a part of this group and is looking forward to activities planned for the remainder of 2019 and beyond.

**MOTION:** That all consent items be received as information.

Moved by Jennifer Huntley. Seconded by Aaida Peerani.

**CARRIED**

**9. ADJOURNMENT**

The meeting adjourned at 7:39 p.m.