



**Halifax Regional Board Teleconference  
January 18, 2017  
Teleconference & Alderney Library 3<sup>rd</sup> Floor Conference Room**

**Present:** Dr. Paul Bennett, Board Chair

**Staff:** Åsa Kachan, Chief Librarian and CEO  
Mairead Barry, Director of Strategy  
Terry Gallagher, Director of Finance & Facilities  
Alison Lucio, Executive Assistant to the CEO

**Via Teleconference:**

Leah Hamilton  
Rany Ibrahim  
Janet Newton  
Stephanie Clark  
Tara Gault  
Lisa Blackburn  
Brad Munro

**Regrets:**

Lorraine Glendenning  
Sam Austin

Paul Bennett called the meeting to order and quorum was confirmed.

Dr. Bennett welcomed everyone to the meeting and confirmed the purpose of the teleconference was to approve the Strategic Plan and the draft 2017-18 and 2018-19 budgets in advance of submission to municipal government.

**1.0 Strategic Plan**

Åsa Kachan explained why it was necessary to hold the teleconference. The agenda items for this meeting are time sensitive and were intended to be presented to the Board at the December board meeting, but unfortunately that meeting was cancelled due to poor weather.

Ms. Kachan provided a brief overview of the Strategic Plan. The public is at the heart of the Strategic Plan, and it has been beneficial that the board has been involved with the development of this plan. The foreword speaks to what this plan will bring the organization. The Vision and Direction acknowledges that the community sits at the centre of our efforts. There are three components to the vision statement; Reflecting our community, we are a resource for everyone and a launch point for growth.

Mairead Barry, Director of Strategy provided an overview of page three and four of the document which outlines priority areas of the plan. Ms. Barry discussed the Priorities and Values and Ethos of the organization as they appear in the Strategic Plan. The five priority areas

will have between three and five goals associated with each priority that will be achievable over the next five years.

Ms. Barry described how the priorities and goals will help shape and guide the work of the organization and how we can have the greatest impact for our community.

*Lisa Blackburn left the teleconference at this time.*

Leah Hamilton put forth the following motion:

**MOTION:**

**That the Halifax Regional Board approve the Strategic Plan, *Ideas to Actions 2017-2021* be approved as presented.**

This motion was seconded by Brad Munro.

***The motion was approved.***

The launch date of the brand is scheduled for January 23. There will not be an official launch event, but HPL will be launching it electronically and internally throughout the branches and online. It is important that the brand and Strategic Plan be linked together as they are very intertwined.

## **2.0 2017-18 and 2018-19 Budget**

Åsa Kachan provided an overview of the budget process, as there have been some changes. There is an opportunity for some dialogue for additional funding, but the organization has worked toward a balanced budget within the envelope of HPL's funding.

Terry Gallagher explained the Operating Budget Overview as distributed in the meeting package.

Åsa Kachan confirmed that this template is provided by HRM and HPL must report in this format; we are unable to change the template at this time. All of the business units for HRM must report using this template.

Terry Gallagher provided an overview of the *Service Area Budget*. The total budget for HRM is \$900,000,000, of which the Library represents approximately 3.6%.

The additional 3.7FTEs as listed on the *Staff Counts* slide represents externally funded part-time English language and literacy tutors not previously included in NSUPE local 14.

Terry Gallagher spoke to the *Business Unit Capital Budget Implications*. This slide shows that there will be no implications for the Library with these line items and Cost Centres.

*Changes Included in Proposed Budget* slide highlights the budget strains that the organization faces, and vacancy management still remains a major factor within the budget. This will require some focused efforts, and future work will be coming to the Board for information.

Åsa Kachan spoke to the Workforce Plan that the Halifax Public Libraries will undertake.

*Stephanie Clark left the teleconference at this time.*

The *Options Over Budget* slide provides an opportunity for each Business Unit to speak to required areas of funding to improve service. Halifax Public Libraries has suggested a total of \$1,600,000 funding over two years.

Leah Hamilton put forth the following motion:

**MOTION:**

**That the Halifax Regional Board approve the proposed 2017-18 budget submission as presented to be submitted to HRM.**

This motion was seconded by Rany Ibrahim.

***The motion was approved.***

Dr. Bennett thanked the board members for their time and thanked staff for their work and dedication.

Janet Newton put forth a motion to adjourn the meeting. This motion was seconded by Rany Ibrahim.

**Meeting adjourned.**



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Chair