



**Halifax Regional Library Board
Meeting Minutes
Boardroom - Halifax Central Library
Thursday, March 1, 4:30-7:00pm**

Present: Tara Gault, Chair
Leah Hamilton
Paul Bennett
Cindy O’Driscoll
Sam Austin
Brad Munro
LeQuita Porter
Janet Newton
Lisa Blackburn
Stephanie Clark

Staff: Åsa Kachan, CEO & Chief Librarian
Terry Gallagher, Director of Finance & Facilities
Kathleen Peverill, Director of Public Service
Cathy Maddigan, Director of Human Resources
Debbie LeBel, Director of Access
Mairead Barry, Director of Strategy
Alison Lucio, Executive Assistant

Regrets: Lorraine Glendenning, Vice-Chair

1.0 Call to Order / Approval of Agenda

Tara Gault called the meeting to order.

Moved by Brad Munro and seconded by Cindy O’Driscoll that the agenda be approved as circulated.

Motion approved.

2.0 Minutes of January 25, 2018

Moved by Janet Newton and seconded by Lisa Blackburn that the minutes of January 25, 2018 be approved as circulated.

Motion approved.

3.0 Chair's Opening Remarks

Tara Gault, Chair of the Board welcomed everyone to the meeting. Ms. Gault circulated the meeting evaluation comment cards and encouraged every Board member to provide feedback.

Motion to move in-camera

Brad Munro put forth a motion to move into an in-camera session for agenda items 4.0 Education Session and & 5.0 Personnel Update. This motion was seconded by Janet Newton.

Motion approved.

4.0 Personnel Update

5.0 Education Session – Terry Gallagher – Capital & Facilities Update

6.0 Strategic Workforce Plan Update – Åsa Kachan

Motion to move out of in-camera

Brad Munro put forth a motion to move out of the in-camera session. This motion was seconded by Stephanie Clark.

Motion approved.

Return to Regular Meeting

7.0 Strategic Plan Monitoring – Performance Measures

Åsa Kachan spoke to the Performance Measures that were included in the Board package. The Board reviewed the report, and stated that the report provided excellent data and will provide a solid baseline for the performance measurements. The Board did not suggest any amendments to the report.

8.0 CEO Report & Branch Highlights

Åsa Kachan spoke to the report that was circulated with the Board package. Highlights included:

- African Heritage Month was a great success at Halifax Public Libraries. Ms. Kachan provided a special thank you to Board member Rev. LeQuita Porter, who hosted the Lift Every Voice! event at Halifax North branch. The month's events included some traditional conversations and also some new conversations. Halifax North hosted an event that spoke to the challenges of coming out incarceration and re-establishing within the community.
- The provincial Core Services Review continues; updates will continue to be reported to the Board.

Councillor Lisa Blackburn commented that she had recently visited the Sackville branch, and Ken and his team are doing an exceptional job with respect to the work looking at homelessness and available beds in the Sackville area.

9.0 Board Committee Reports

9.1 Board Executive

Tara Gault, Chair of the Board Executive provided an update to the Board. The Committee met recently to discuss the agenda for the Board meeting, as well as the Strategic Workforce Plan.

9.2 Finance & Audit Committee

Stephanie Clark spoke to the Committee report that was included in the meeting material. The organization continues to forecast slightly about budget, but a number of costs have yet to be incurred on the books. Vacancy management continues to be a pressure, and Åsa Kachan has spoken to the municipality regarding the anticipated year end financials and vacancy management.

A Compliance Reporting schedule was included in the meeting package for the Board's information. The Committee also discussed the possibility of having someone from HRM come to the Finance & Audit Committee to speak to our insurance coverage.

9.3 Governance Working Group

Tara Gault, Chair of the Governance Committee, spoke to the upcoming meeting of the Governance Working Group scheduled for March 12, 2018; all are welcome to attend. Maureen Reid is scheduled to attend the Governance Working Group meeting scheduled for April 9 at 12:30pm to discuss our draft bylaws; all are welcome to attend that meeting as well. Individuals who are unable to attend the April 9 meeting, but have questions, are encouraged to send them along to either Tara Gault, Åsa Kachan, or Alison Lucio.

9.4 LBANS

Janet Newton, HRLB LBANS representative informed the Board that she recently attended the LBANS meeting held in Truro. A short report from the meeting was included in the meeting package. Janet Newton reported that she was elected Vice-President of LBANS at this latest meeting.

10.0 Other Business

There was no further business.

11.0 Adjournment

Brad Munro put forth a motion to adjourn the meeting. This motion was seconded by Cindy O'Driscoll.

Motion approved.