



## Halifax Regional Library Board **Meeting Minutes**

Boardroom - Halifax Central Library  
Thursday, April 27, 4:30-6:30pm

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### **Present:**

Paul Bennett  
Lisa Blackburn  
Stephanie Clark  
Tara Gault  
Leah Hamilton  
Lorraine Glendenning  
Cindy O'Driscoll  
Brad Munro  
Sam Austin  
Janet Newton

*Sam Austin and Lisa Blackburn left the meeting after agenda item 2.0*

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

### **1. Call to Order / Approval of Agenda**

Paul Bennett, Board Chair, called the meeting to order. Lisa Blackburn put forth a motion to approve the agenda as circulated. This motion was seconded by Janet Newton.

*Motion approved.*

### **2. Education Session – Library Board Trustee Development Workshop (*attached*)**

Paul Bennett and Denise Corey, Chief Librarian of Cumberland Public Libraries, led a Library Board Trustee Development Workshop entitled “Are Public Libraries in Crisis? Who are We and What’s Our Role? What are Our Key Governance Issues?” This workshop is first in a proposed series sponsored by LBANS in cooperation with CORL, and will be provided to all Nova Scotia Library Boards.

Highlights from the presentation included:

- Provincial funding accounts for 70% of the budget of rural libraries – this is in contrast to Halifax Public Libraries which receives the majority of funding through the municipality.
- Unstable funding often results in libraries not developing Strategic Visions and Plan.
- It is important for Libraries to show impact and value through performance indicators.
- Advocacy can be a major responsibility of a Library Board.
- Board size and composition varies throughout the province’s Library Boards.

- The province's Library Boards vary greatly in many other ways, including turnover (or lack thereof) of board members,
- To ensure important conversations are happening at the Board level, generative conversation is essential.

Through a number of activities and discussion of possible scenarios, the Board explored a number of issues that will help to strengthen governance of the Library.

**3. Motion to approve Minutes of March 23, 2017 (*attached*)**

Stephanie Clark put forth a motion to approve the minutes of March 23, 2017 as circulated. This motion was seconded by Brad Munro.

*Motion approved.*

**4. Business Arising**

**4.1 LBANS Correspondence (*attached*) & 4.2 LBANS Update**

Two letters regarding provincial library funding were included in the meeting package. As the Halifax Regional Library Board LBANS representative, Paul Bennett stressed to the Board that it important for the province to consider increasing funding for all provincial libraries. The next scheduled LBANS meeting is Saturday, May 6.

**5. New Business**

No new business was put forward for discussion.

**6. Chief Librarian and CEO Report**

**6.1 Monthly Report (*report included*)**

Åsa Kachan provided a written and verbal CEO Update to the Board. Highlights of the verbal reports included:

- Taste Like Home Canada 150 Grant was approved. Each branch will have programming and events associated with this grant.
- Halifax Public Libraries has been celebrating our volunteers during this week of Volunteer Appreciation.
- Currently interviewing individuals for the position of Manager of Human Resources. The positions of Business Analyst and Project Manager for the Strategic Workforce Plan work are currently posted.
- CORL members have scheduled a meeting with the Minister regarding Innovation Funding.

**7. Board Committee Reports**

**7.1 Executive Committee**

Paul Bennett reported that the Board Executive Committee met to discuss the meeting agenda for the Board meeting.

**7.2 Finance & Audit Committee (*report included*)**

Leah Hamilton, Chair of the Committee, spoke to the written report that was included in the meeting package.

Leah Hamilton put forth a motion to approve the report. This motion was seconded by

Janet Newton.

*Motion approved.*

**7.3 Governance Committee**

Tara Gault, Chair of the Governance Committee, reported that the Committee has met and an additional meeting is scheduled for May 8. The Committee discussed the Libraries Act and current Library Bylaws and provided Committee members with a strong foundation of understanding what is contained in the current bylaws. The Committee will discuss next steps at the May 8 meeting.

**7.4 Board Awards Working Group**

The Working Group has been struck, and the initial meeting is scheduled for April 28, 2017. The Committee will be providing award recipient recommendations to the full Board at the May meeting.

**8. Motion to Move In-Camera**

Tara Gault put forth a motion to move in camera. This motion was seconded by Lorraine Glendenning.

*Motion approved.*

*The Halifax Regional Library Board may go into a private In-Camera session, in accordance with the Rules of Procedure in its By-laws.*

Tara Gault put forth a motion to move out of the incamera session, this motion was seconded by Cynthia O'Driscoll.

*Motion approved.*

**9. Other Business**

No other business was discussed.

**10. Adjournment**

Leah Hamilton put forth a motion to adjourn the meeting. This motion was seconded by Brad Munro.

*Motion approved.*

Meeting was adjourned.