



**Halifax Regional Library Board  
Meeting Minutes  
Boardroom - Halifax Central Library  
Post Annual Meeting  
June 26, 2018**

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**Present:** Tara Gault, Chair  
Lorraine Glendenning, Vice-Chair  
Leah Hamilton  
Cindy O'Driscoll  
Sam Austin  
Brad Munro  
LeQuita Porter  
Janet Newton  
Stephanie Clark

**Staff:** Åsa Kachan, CEO & Chief Librarian  
Alison Lucio, Executive Assistant

### **1.0 Call to Order/Approval of Agenda**

Tara Gault called the meeting to order.

*Moved by Lorraine Glendenning and seconded by Brad Munro that the agenda be approved as circulated.*

*Motion accepted.*

### **2.0 Chair's Opening Remarks**

Tara provided brief remarks to the Board regarding the successful Annual Meeting.

### **3.0 Chief Librarian & CEO Report**

Åsa Kachan provided a brief overview to the Board regarding a few upcoming summer events:

- Dartmouth North Outdoor Library opening is this coming Friday, all are welcome to attend
- Alderney Gate renovations are happening in advance of SunLife Lending Library launch. An official invitation will be sent out to all Board members for the opening event.
- Recent launch of Library kiosks at the Halifax Airport was incredibly successful. This story was picked up nationally.
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### **4.0 Election of Officers**

For this portion of the meeting, Åsa Kachan assumed the position of meeting Chair.

Åsa Kachan requested a motion to declare all Board Executive positions vacant. This motion was put forth by Tara Gault seconded by LeQuita Porter.

*Motion accepted.*

### **Election of Board Chair**

Åsa Kachan asked for nominations for the position of Board Chair.

Sam Austin put forth a motion to nominate Tara Gault for the position of Board Chair. This motion was seconded by Stephanie Clark.

*Motion accepted.*

Tara Gault accepted the nomination for Board Chair.

With there being no further nominations for Chair, Janet Newton put forth a motion to close nominations for the Chair position. This motion was seconded by Lisa Blackburn.

*Motion accepted.*

Tara Gault was declared Board Chair.

At this time, Tara Gault assumed the position of the Board Chair, and continued with the approved agenda.

### **Election of Vice Chair**

Tara Gault called for a motion to open nominations for Vice-Chair. Leah Hamilton put forth this motion and the motion was seconded by Lisa Blackburn.

Brad Munro put forth a motion to nominate Lorraine Glendenning as Vice-Chair. This motion was seconded by Janet Newton.

*Motion accepted.*

Lorraine Glendenning accepted the nomination for Vice-Chair.

With there being no further nominations for this position, Cindy O'Driscoll put forth a motion to close nomination for the Vice-Chair position. This motion was seconded by Brad Munro.

*Motion accepted.*

Lorraine Glendenning was declared Board Vice-Chair.

### **Election of the Finance & Audit Committee Chair.**

Tara Gault called for a motion to open nominations for the position of Chair of the Finance & Audit Committee. Lisa Blackburn put forth this motion and this motion was seconded by Leah Hamilton.

Leah Hamilton put forth a motion to nominate Stephanie Clark for the position of Chair, Finance & Audit Committee. This motion was seconded by Lorraine Glendenning.

*Motion accepted.*

Stephanie Clark accepted the nomination of Committee Chair.

With there being no further nominations for this position, Brad Munro put forth a motion to close nomination for the Committee Chair, Finance & Audit position. This motion was seconded by LeQuita Porter

Stephanie Clark was declared Chair, Finance & Audit Committee.

Tara thanked Leah for her wonderful service as Chair of the Finance & Audit Committee for the past number of years.

### **Policy & Procedures Chair**

Tara Gault reminded Board Members that as Vice-Chair, Lorraine Glendenning is Chair of the Policy & Planning Committee.

## **5.0 Board Committee Reports**

### **5.1 Board Executive**

Tara Gault informed the Board that the Executive Committee will be meeting throughout the summer. Board members were reminded that the LBANS Conference will be held in Yarmouth at the end of September; anyone interested in attending should let Alison Lucio know.

### **5.2 Finance & Audit**

Leah Hamilton, former Committee Chair, reported that the recent audit completed by KPMG was a positive experience with a robust process.

### **5.3 Planning & Policy Committee**

Tara Gault reminded the Board that the main focus of this Committee will be reviewing and updating the Governance Policies.

## **6.0 Other Business**

There was no other business.

Leah Hamilton put forth a motion to move in-camera. This motion was seconded by Janet Newton.

*Motion accepted.*

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

*Motion accepted.*

## **7.0 Adjournment**

Leah Hamilton put forth a motion to adjourn the meeting. This motion was seconded by LeQuita Porter.

*Motion accepted.*