



Annapolis Valley Regional Library

Regular Board Meeting
Thursday, April 15, 2021
6:03 p.m. - 7:34 p.m.
Zoom meeting

Minutes

PRESENT: Janet Ness, Jill Cox, Bob Morton, Pat Power, Emily Lutz, Gillian Yorke, Colin Bowers, Alex Morrison, Jane Bustin, Lesley MacDonald, Ann-Marie Mathieu.

REGRETS:

- 1. Call to order:**
Janet Ness called the meeting to order at 6:03pm.
- 2. Guests/Presentations:**
There were no guests
- 3. Approval of Agenda:**
Item 6.2 Funding Formula was added

MOTION: To approve the agenda as amended.
MOVED BY: Bob Morton **SECONDED BY:** Gillian Yorke **CARRIED.**

- 4. Approval of Minutes of the Previous Meeting (February 18, 2021)**

MOTION: That the minutes of the February 18, 2021 meeting be approved as presented.
MOVED BY: Pat Power **SECONDED BY:** Jill Cox **CARRIED.**

5. Correspondence and Communications

5.1 Received

- 5.1.1 March 19, 2021 Letter from Sandi Millett-Campbell, CAO Town of Annapolis Royal - Acknowledgement of bequest for Annapolis Royal Library
- 5.1.2 March 16, 2021 Letter from Mayor Nancy Dicks, Town of New Glasgow - Pertaining to the Government of Canada cuts to CELA and NNELS
- 5.1.3 April 9, 2021 Email from Lynn Somers to Library CEOS and Board Chairs - Will be discussed under Executive Committee 7.1.1.

5.2 Sent

- 5.2.1 Nothing to report

MOTION: To receive the correspondence

MOVED BY: Lesley MacDonald SECONDED BY: Colin Bowers CARRIED

6. Business Arising from the Previous Meeting:

6.1 Kingston Library - Update by CEO

This is discussed in the Library Management Committee Report 8.1. Janet and Ann-Marie remarked on how supportive AVRL's MLAs are.

6.2 Funding Formula

Janet remarked on the lack of communication between CCH, Department of Municipal Affairs, NSFAM, and AMANS. The latest information indicates that the implementation of the Municipal portion of the Funding Formula is now delayed until April 1, 2022. AVRL will be seeking clarification on the Funding Formula rollout.

MOTION: That AVRL enter into communication with our Municipal Units regarding the events of the latest delay in the Funding Formula implementation.

MOVED BY: Jill Cox SECONDED BY: Jane Bustin. CARRIED

6.3 Accessibility Act

The Nova Scotia Public Libraries Framework has been completed. Now this draft document will be shared with the nine Regional Library Boards for comments and ratification.

7. Committee Reports:

7.1 Executive Committee

7.1.1 Funding Formula:

Ann-Marie and Janet met with Leo Glavine on April 6, 2021 to obtain clarification on the Funding Formula. The Executive Committee met on April 7,

2021 to further discuss the Funding Formula.

7.1.2 Bequest for Annapolis Royal Library

Donald Robert Evans has included the AVRL in his will with the following statement:

"To transfer the residue of my estate to the **Annapolis Valley Regional Library** for the benefit of the **Annapolis Royal Branch Library**".

KEY POINTS TO CONSIDER:

1. \$1,554,000 estate - \$420,000 in other bequests. AVRL receives the remainder.
2. Bequest is non-specific - "for the benefit" is open-ended.
3. AVRL has yet to receive any funds.
4. AVRL has yet to be notified as to the exact amount.
5. AVRL will host a meeting of all stakeholders [Town of Annapolis Royal, AVRL Library Management Committee, Annapolis Royal Branch Manager, Friends of the Library, Innovation Lab Board, AVRL Executive Committee] to solicit feedback on how these funds can be put to use.
6. AVRL Board will develop Terms and Conditions Policy for the use of these funds, including a financial strategy, expenditure approvals, and procedures for over-site of the funds.
7. There has been no public statement regarding this as AVRL does not have all the details of the amount or the strategy for use.

MOTION: That AVRL engage the services of Terry Miller to develop an investment strategy for this bequest.

MOVED BY: Lesley MacDonald SECONDED BY: Bob Morton CARRIED

7.1.3 Supplementary Funding

MOTION: That AVRL explore the opportunity to expand hours of operation with supplementary funding provided by Friends of the Library groups.

MOVED BY: Colin Bowers SECONDED BY: Jane Bustin CARRIED

7.2 Finance Committee, Lesley MacDonald (Treasurer)

7.2.1 Financial Statement:

The Financial Statement April 1, 2020 - March 31, 2020 was discussed.

7.2.2 Deferred Revenue Report:

The Deferred Revenue Report dated April 6 , 2021 was discussed.

7.2.3 2021-2022 Operating Budget

MOTION: To approve the 2021-2022 Operating Budget as presented, including a 1% salary/wage increase retroactive to April 1, 2021.

MOVED BY: Lesley MacDonald SECONDED BY: Emily Lutz CARRIED

MOTION: To accept the Financial Reports 7.2.1 and 7.2.2

MOVED BY: Lesley MacDonald SECONDED BY: Colin Bowers CARRIED

7.3 Human Resources Committee, Jill Cox:

7.3.1 Nothing to report

7.4 Advocacy and Development Committee, Janet Ness:

7.4.1 Nothing to report.

7.5 LBANS: Alex Morrison

7.5.1 LBANS AGM:

LBANS is trying to ascertain its continued relevance within the Library world in Nova Scotia. There is some discussion of completing a By-Law review as part of this process.

MOTION: To accept all Committee Reports 7.1, 7.3, 7.4.

MOVED BY: Gillian Yorke SECONDED BY: Emily Lutz CARRIED.

8. Report from the Chief Executive Officer

8.1 Report from the Library Management Committee

The Report from the Library Management Committee dated April 15, 2021 was discussed.

8.2 Performance Measures (Statistics)

The Performance Measures for April 1, 2020 - March 31, 2021 were presented.

MOTION: To accept the Chief Executive Officer's Reports 8.1 and 8.2
MOVED BY: Colin Bowers SECONDED BY: Bob Morton CARRIED.

9. New Business

9.1 There was no new business.

10. Member Reports (Roundtable)

- Jill Cox - Jill appreciated the Daily Dino postings. And being able to access WiFi in the Middleton Library parking lot.
- Bob Morton - Bob's son also enjoyed the Daily Dino.
- Pat Power - Agreed with every thing Lesley reported
- Gillian Yorke - Her family is making the library a part of the weekend routine.
- Colin Bowers - Enjoys the Summer Reading Club, which will be online exclusively this time.
- Alex Morrison - Alex Endless Shores - Bookstore in Bridgetown.
- Janet Ness - Is taking advantage of the online resources, in particular RPG Digital. Wolfville Library project is still on track - September is the target for architectural design specs, and feedback from the community. Carpeting and painting is scheduled to happen in the next few months.
- Lesley MacDonald - Invited the Board to attend the Annapolis Royal Friends of the Library Speaker Series.
- Jane Bustin - Jane has been enjoying the Berwick Library with her grandson. Jane also mentioned how good the AVRIL Facebook page programming and AVRIL activity packs.
- Emily Lutz - Enjoys the Berwick library. Her son really loves the Berwick Library.

11. Next meeting:

The next meeting is scheduled for **Thursday, June 17, 2021: 6:00pm - 8:00pm AGM and the regular meeting**, via Zoom.

12. Adjournment:

MOTION: To adjourn the meeting at 7:34 pm.
MOVED BY: Jill Cox SECONDED BY: Gillian Yorke. CARRIED

Minutes prepared by: Ann-Marie Mathieu
CEO/Secretary to the Board