



Annapolis Valley Regional Library

Board Meeting

Thursday, February 14, 2019

5:00 p.m. - 7:00p.m.

Council Chambers, Berwick Town Office

236 Commercial Street, Berwick

Minutes

PRESENT: Janet Ness, Lesley MacDonald, Lynn Pulsifer, Jill Cox, Pat Power, Meg Hodges, Alex Morrison, Jane Bustin, Ann-Marie Mathieu.

REGRETS: Tanya Leopold, Kathy Munroe, John Begrante.

GUESTS: Brian Hirtle (Alternate for Kings County).

1. Call to order:

The meeting was called to order at 5:00 pm by Janet Ness, Vice-Chair.

2. Guests:

Brian Hirtle (alternate for Kings County) was welcomed to the meeting.

3. Approval of Agenda:

The following item was removed from the Agenda:

5.3 Letter from the Town of Middleton

MOTION: That the agenda be approved with the proposed additions.

MOVED BY: Lesley MacDonald **SECONDED BY:** Jill Cox **CARRIED.**

4. Approval of Minutes of the Previous Meeting:

MOTION: That the minutes of the November 29, 2018 meeting be approved as presented.

MOVED BY: Pat Power **SECONDED BY:** Lynn Pulsifer **CARRIED.**

5. Correspondence and Communications

Received:

- 5.1 Email sent from West Hants regarding the appointment of Tanya Leopold as the Board Representative and Kathy Munroe as the alternate.
- 5.2 Letter from Deputy Minister Tracy Taweel to Jimmy MacAlpine (President, LBANS) advising of the additional grant of \$52,667 for the 2019-2020 operating year.

MOTION: To receive all correspondence.

MOVED BY: Meg Hodges **SECONDED BY:** Jane Bustin **CARRIED**

6. Business Arising from the Previous Meeting:

- 6.1 Kentville Library Project - Verbal Update from the CEO and Board Representative:
Lynn Pulsifer reported that the Town of Kentville had discussed accessibility in the Kentville Library, and had directed Town of Kentville Staff to undertake a review of the accessibility and opportunities for grants. A meeting was held to discuss possible options for improving access. AVRL has written a letter supporting Kentville's applications for grants to improve accessibility. This work is in progress.
- 6.2 Annapolis Royal Project - Verbal Update from the CEO and Board Representative:
The Library moved into the new site on November 23rd, and feedback from the community has been positive. Pat reported that the Official Opening is scheduled for February 15th, 2019 11:00am. The donor wall is particularly impressive.
- 6.3 Wolfville Project - Verbal Update from the CEO and Board Representative:
The project is moving forward. Janet reported that the Working Group has been meeting monthly. A Review Committee has met to discuss the work of the Working Group. Next steps include public consultations and an online survey. The aim of the first stage is to get the Working Group Report to Council for their approval by May 2019. All relevant documents are available on the AVRL Website under the Wolfville Branch page.
- 6.4 Kingston Library - Verbal Update from the CEO:
Ann-Marie reported that the Village of Kingston has expressed an interest in a new/expanded Kingston Branch - two options for the Library are being investigated.

7. Committee Reports:

7.1 Executive Committee (Janet Ness, Vice-Chair):

7.1.1 Proposed Funding Formula.

There was a general discussion of the Funding Formula

MOTION: That the Vice-Chair send a letter to the Ministry of Communities, Culture, and Heritage acknowledging receipt of the proposed Funding Formula, thanking CCH for the work that was done on behalf of public libraries , and providing the Board's feedback.

MOVED BY: Lesley MacDonald Seconded by: Lynn Pulsifer CARRIED

The feedback will include:

1. AVRIL has the lowest per capita funding in the Province;
2. The formula does not include any mechanism to address cost pressures such as utilities, cost of fuel etc. that are outside the control of the Board;
3. The formula does not include a COLA for salaries/wages;
4. AVRIL is requesting that the review of the Funding Formula begin in Year 3 of the Funding Formula and not Year 5;
5. Assessment and benchmarks need to be established in Years 1 - 2; and
6. The Funding Formula rate of \$1.50 per capita for "operating costs" is grossly underestimated.

7.2 Finance Committee (Lesley MacDonald, Chair):

7.2.1 2019-2020 Operating Budget.

MOTION: To approve 2019-2020 Operating Budget as presented, and which included a 1% economic adjustment for salaries/wages, and a re-classification of the positions in Berwick Branch.

MOVED BY: Lesley MacDonald SECONDED BY: Meg Hodges CARRIED

It was noted that no money was earmarked for reserves in the 2019-2020 Budget.

7.3 Human Resources Committee (Jill Cox, Chair):

7.3.1 There was nothing to report.

7.4 The Advocacy and Development Committee (Janet Ness, Chair):

7.4.1 Update from the ADC Committee Chair:

Janet reported that she and Ann-Marie had a meeting with Minister Leo Glavine January 14th, 2019 to present the Annual Report. It was a very positive meeting, and a good opportunity to share AVRIL's impact on the community.

A meeting has been scheduled for Thursday, April 4th, 2019 at the Berwick Town Office 1:00pm-4:00pm.

7.5 LBANS (Alex Morrison, Board Representative):

7.5.1 LBANS Representative Report:

Alex Morrison reported on the LBANS Meeting. Alex has taken over the responsibility for the Grade Four Project.

The APLA Conference is scheduled for June 5th-8th in St. John's Newfoundland.

Janet asked that Alex provide the LBANS Financial Statements, in particular the Rural Service finances, to the Board for discussion at the April Board Meeting.

MOTION: To receive all Committee Reports.

MOVED BY: Jill Cox SECONDED BY: Pat Power CARRIED.

8. Reports from the Chief Executive Officer:

8.1 Financial Statements:

8.1.1 Financial Statements:

The Financial Statements for the periods April 1, 2018 - December 31, 2018, April 1, 2018 - January 31, 2019 were discussed.

8.1.2 Deferred Revenue/Reserves Balances Reports:

The Deferred Revenue/Reserves Balances Reports for December 31, 2018, and January 31, 2019 were discussed.

8.2 Performance Measures (Statistics):

The Performance Measures Reports for the periods April 1, 2018 - December 31, 2018, and April 1, 2018 - January 31, 2019 were discussed.

MOTION: To receive Reports from the CEO.

MOVED BY: Jane Bustin SECONDED BY: Lynn Pulsifer CARRIED

8.3 OneCardNS:
The One Card NS Plan C proposal was discussed.

MOTION: That AVRL support the One Card Nova Scotia proposal (Plan C) and joining the ILS/DL Consortia.

MOVED BY: Jill Cox **SECONDED BY:** Pat Power **CARRIED**

9. New Business:

9.1 There was no new business.

10. Member Reports (Roundtable):

- ✓ Wolfville: The Maker Space in the Wolfville Library now has a complete recording studio.
- ✓ Kentville: Programs are all busy and well attended. The size of the computer desks are being adjusted. There is a writing group that is happening. There is a potential for a small art gallery, to be located in the vicinity of the donor wall.
- ✓ Berwick: The Art Gallery has really been popular. The Library now has four gym passes available for borrowing.
- ✓ Kings County: Meg encourages residents to use all AVRL Libraries. Staff at the Berwick Branch are to be commended for the Climate Change presentation.
- ✓ Annapolis Royal: Pat Power reported that she had been appointed to the Library Board for 2019. Pat agreed to provide a copy of the Motion. The Friends had their AGM in the new Community Room. Lesley MacDonald is the Vice-President of the AR Friends.
- ✓ Annapolis County: There was a speaker series on self-publishing.
- ✓ Middleton: Middleton has some interesting programs in robotics, and Girl Power.
- ✓ West Hants: NA.
- ✓ Windsor: NA.

11. Next meeting(s):

The next regular Board Meeting is scheduled for **Thursday, April 11, 2010- 5:00pm-7:00pm in Berwick Town Office.**

A meeting of the Advocacy and Development Committee has been scheduled for **Thursday, April 4th, 2019 at the Berwick Town Office 1:00pm-4:00pm.**

The meeting schedule for 2019 is as follows:

February 14, 2019 5:00pm-7:00pm Berwick Council Chambers

April 11, 2019 5:00pm-7:00pm Berwick Council Chambers

June 13, 2019 5:00pm-7:00pm Berwick Council Chambers [AGM and Regular Meeting]

September 12, 2019 5:00pm-7:00pm Location to be confirmed

November 14, 2019 5:00pm-7:00pm Location to be confirmed

12. Adjournment:

MOTION: That the meeting be adjourned at 6:35pm.

MOVED BY: Jill Cox SECONDED BY: Pat Power CARRIED.

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