



Annapolis Valley Regional Library

Regular Board Meeting
Thursday, November 19, 2020

6:00 p.m. - 8:00 p.m.

Zoom meeting

Minutes

PRESENT: Janet Ness, Jill Cox, Bob Morton, Pat Power [left meeting at 6:50pm], Emily Lutz, Gillian Yorke [left meeting at 7:00pm], Colin Bowers, Lesley MacDonald, Ann-Marie Mathieu.

REGRETS: Alex Morrison.

1. Call to order:

Janet Ness called the meeting to order at 6:02pm. Janet welcomed the new Board Members, Emily Lutz (Kings County) and Gillian Yorke (Kentville).

2. Guests/Presentations:

There were no guests

3. Approval of Agenda:

There were no additions to the agenda:

MOTION: To approve the agenda as presented.

MOVED BY: Jill Cox **SECONDED BY:** Bob Morton **CARRIED.**

4. Approval of Minutes of the Previous Meeting (September 17, 2020)

MOTION: That the minutes of the September 17, 2020 meeting be approved as presented.

MOVED BY: Lesley MacDonald **SECONDED BY:** Pat Power **CARRIED.**

5. Correspondence and Communications

5.1 Sent

5.1.1 None.

5.2 Received

5.2.1 The Honourable Bardish Chagger, Minister of Diversity and Inclusion and Youth - Grant announcement.[\$40,000] October 5th, 2020

5.2.2 Giftfunds Canada [\$2,000] - Wolfville Library Donation. October 5, 2020

5.2.3 Email from Lynn Somers - CCH Diversity Training for Regional Library Board Members November 9, 2020.

MOTION: To receive the correspondence

MOVED BY: Colin Bowers SECONDED BY: Pat Power CARRIED

6. Business Arising from the Previous Meeting:

6.1 Kingston Library - Update by CEO

Ann-Marie reported that the shelving and circulation desk are scheduled to be installed the week of December 7th, 2020. The Kingston Project was the recipient of \$23,600 grant from the Canada Post Community Fund for the Innovation Lab. The current level of funds raised to this point is \$686,070. We anticipate moving in to the new space the second week of December for a soft launch. The official "Grand Opening" will likely be in late January, with Public Health restrictions factored in.

7. Committee Reports:

7.1 Executive Committee, Janet Ness (Chair):

7.1.1. November 9, 2020 Executive Committee Meeting: [Verbal Report]

7.1.1.1 Succession Planning

MOTION: To move In Camera

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

MOTION: To move out of In Camera

**MOVED BY: Bob Morton SECONDED BY: Colin Bowers
CARRIED**

7.1.1.2 Five Year Budget Projection:

The Five-Year Budget Projection Report was discussed. The Executive Committee is confident that AVRL's financial situation is sustainable. This is based on current staffing levels [including an increase in hours of operation for Kingston], anticipated expenditures/revenues, and the Funding Formula remaining as announced for the next five years.

7.1.2 Interregional Advisory Committee for Library Accessibility:
The call for citizen representatives on the Committee is underway.

7.2 Finance Committee, Lesley MacDonald (Treasurer)

7.2.1 Financial Statement April 1, 2020 - October 31, 2020:

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

7.2.2 Deferred Revenue Report, November 3rd, 2020:

The Deferred Revenue Report dated November 3rd , 2020 was discussed.

7.3 Human Resources Committee, Jill Cox:

7.3.1 Nothing to report

7.4 Advocacy and Development Committee, Janet Ness:

7.4.1 Library Giving Day - Campaign Toolkit

7.5 LBANS

7.5.1 Special Meeting on the Future of LBANS Minutes:

The Minutes of the September 30, 2020 Special Meeting to discuss the future of LBANS were received.

7.5.2 Report from LBANS Representative:

There was no report from the LBANS Representative.

MOTION: To accept all Committee Reports 7.1 - 7.4.

MOVED BY: Colin Bowers 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 was discussed.

8.2 Performance Measures (Statistics)

The Performance Measures for April 1, 2019 - October 31, 2020 were presented.

MOTION: To accept the Chief Executive Officer's Reports 8.1 and 8.2

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

9. New Business

9.1 There was no new business.

10. Member Reports (Roundtable)

- Emily Lutz - enjoys the Berwick Branch and working with the Branch Manager, Barbara Lipp.
- Jill Cox - Middleton is settling in to the new faces in the Branch
- Bob Morton - is happy that the Hantsport sneeze guard has been installed
- Colin Bowers - activity at the Wolfville Branch is picking up
- Lesley MacDonald - nothing significant to report at this time
- Janet Ness - sorry she wasn't able to borrow an eBike this summer. The Wolfville expansion is underway again

11. Next meeting:

The next meeting is scheduled for **Thursday, February 18, 2021: 6:00pm - 8:00pm**, via Zoom.

12. Adjournment:

MOTION: To adjourn the meeting at 7:45 pm.

MOVED BY: Jill Cox

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