



## **Annapolis Valley Regional Library**

**Regular Board Meeting**  
**Thursday, September 12, 2019**  
**5:00 p.m. - 7:05 p.m.**  
**Berwick Council Chambers**

# **Minutes**

**PRESENT:** Janet Ness, Jill Cox, Lesley MacDonald, Lynn Pulsifer, Pat Power, Tanya Leopold, Ty Walsh (Alternate for Jane Bustin), Alex Morrison, Colin Bowers, Ann-Marie Mathieu.

**REGRETS:** Meg Hodges, John Bregante, Jane Bustin.

**1. Call to order:**

Janet Ness called the meeting to order at 5:00pm.

**2. Guests/Presentations:**

There were no guests

**3. Approval of Agenda:**

Additions to the agenda:

7.2.1 Finance Committee - Blue Cross Renewal

9.1 New Business - Christmas Party

**MOTION: To approve the agenda as amended.**

**MOVED BY: Jill Cox      SECONDED BY: Lynn Pulsifer      CARRIED.**

**4. Approval of Minutes of the Previous Meeting (June 13, 2019)**

**MOTION: That the minutes of the June 13, 2019 meeting be approved as presented.**

**MOVED BY: Lynn Pulsifer      SECONDED BY: Colin Bowers      CARRIED.**

**5. Correspondence and Communications:**

- 5.1 July 31, 2019 Letter from Justin Huston (Deputy Minister, CCH) to CORL advising that the Core Services Report is not to be released to the public at this point.
- 5.2 August 20, 2019 Letter from Justin Huston (Deputy Minister, CCH) to CORL - Invitation to CORL to meet with the Deputy Minister, and Associate Deputy Minister October 24, 2019 - 1:30pm. [There was a discussion regarding the Board Chairs attending this meeting - Lynn Somers to confirm this.]
- 5.3 August 1, 2019 Email from Lynn Somers (Provincial Librarian) to CORL re: Accessibility Act and Public Libraries.

**MOTION: To receive the correspondence.**

**MOVED BY: Tanya Leopold SECONDED BY: Jill Cox CARRIED.**

**6. Business Arising from the Previous Meeting:**

6.1 Kentville Library Project - Verbal Update by Kentville Rep/CEO

Lynn reported that the entrance to the Library space has had a power assist unit added to the door. There had been no further discussion on replacing the elevator. Kentville Council is discussing the addition of a security system to the Library space.

6.2 Wolfville Steering Committee - Verbal Update by CEO/Wolfville Rep

Janet reported that the Working Group had taken a hiatus over the summer months. Work on this project is expected to resume shortly. Janet reported on a potential partnership between the AVRL, Mud Creek Rotary, and the Dolly Parton "Imagination Library" Foundation to promote literacy to children [up to five years of age] in the "B4P" postal code.

6.3 Kingston Library - Update by CEO

Ann-Marie presented the report on the Kingston Library project public consultation session [June 20th, 10:00am-12:00 at the Kingston Fire Hall]. Ann-Marie reported that the Kingston Library project is moving forward, and that construction on the library renovations will begin in January. The village is confident that the funds for the library renovations will be received shortly.

6.4 AVRL Board Meeting Dates:

**MOTION: That the meeting date for the regular Board Meeting be the 3rd Thursday of the month 5:00pm-7:00pm.**

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

## 7. Committee Reports:

### 7.1 Executive Committee, Janet Ness (Chair):

There was nothing to report.

### 7.2 Finance Committee, Lesley MacDonald (Treasurer)

#### 7.2.1 Blue Cross Renewal Proposal:

**MOTION: To approve the Blue Cross Renewal Proposal which includes a 4.9% increase, effective October 1st, 2019.**

**MOVED BY: Lesley MacDonald SECONDED BY: Colin Bowers CARRIED**

### 7.3 Human Resources Committee, Jill Cox (Vice-Chair)

There was nothing to report.

### 7.4 Advocacy and Development Committee, Janet Ness

The Advocacy and Development Committee updated cards were distributed. All Board Members were encouraged to distribute the cards and have conversations that raise awareness about AVRL's services and impacts on the community.

### 7.5 LBANS:

Report from the LBANS Representative, Alex Morrison

Alex reported that:

1. The Government of Nova Scotia was going to declare October Library Month in the province.
2. The Grade Four initiative was still alive, and LBANS thinks it's a good thing.
3. LBANS is deliberating who will receive the Honorary Award at the 2019 Conference, and the future direction of the award.

Janet reminded Alex that the AVRL was interested in receiving a complete Financial Statement which includes starting balances, expenditures, and end balances.

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**MOTION: To accept all Committee Reports.**

**MOVED BY: Tanya Leopold SECONDED BY: Colin Bowers CARRIED.**

## 8. Report from the Chief Executive Officer

### 8.1 Financial Statements:

#### 8.1.1 Operating Budget for the period April 1, 2019 - August 31, 2019

**MOTION: That the Financial Statement for the period of April 1, 2019-August 31, 2019 be approved.**

**MOVED BY: Lesley MacDonald SECONDED BY: Lynn Pulsifer CARRIED.**

8.1.2 Deferred Revenue/Reserves Balances as of August 31, 2019

**MOTION:** That the Deferred Revenue/Reserves Balances Statement for August 31, 2019 be approved.

**MOVED BY:** Lesley MacDonald **SECONDED BY:** Lynn Pulsifer **CARRIED.**

8.2 Performance Measures (Statistics)

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

8.3 Library Management Committee Report

The Library Management Committee Report for September 12, 2019 was discussed.

8.4 One Card NS Alliance Report:

The One Card NS Alliance Report was discussed.

8.5 Accessibility Act - Implications for Regional Libraries

The Accessibility Act and its implications for Regional Libraries was discussed. In all likelihood, Regional Libraries are going to be designated as a Prescribed Sector. Ann-Marie will be attending a presentation on the Accessibility Act on November 4th, 2019, and will bring back information as it becomes available.

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**MOTION:** To accept the Chief Executive Officer's Reports 8.2 - 8.5.

**MOVED BY:** Lesley MacDonald **SECONDED BY:** Tanya Leopold **CARRIED.**

**9. New Business**

9.1 Christmas Party

**MOTION:** That the Christmas Party be scheduled for Saturday, December 7, 2019 4:00pm-7:00pm, with a budget of up to \$500.

**MOVED BY:** Lesley MacDonald **SECONDED BY:** Lynn Pulsifer **CARRIED.**

**10. Member Reports (Roundtable)**

- Lynn: Lynn provided the Kentville report as part of 6.1 on the Agenda
- Lesley: The FOL will be developing a new Strategic Plan which will include new fundraising initiatives. Lesley is currently the Vice-President of the FOL
- Pat: Pat reported that an accessible door will be added to the building.
- Alex: Alex reported that the County will likely support any upgrades to the Annapolis Royal Library required under the new Accessibility Act.
- Tanya: Hantsport has added a "Dungeons and Dragons Night" which will appeal to children. Windsor has been adding technology based programming.
- Jill: Middleton celebrated reaching the 1,000,000 reading goal [Summer Reading Club] with a party that was well attended and fun.
- Colin: Colin deferred to Janet for the Wolfville Report.
- Ty: Ty reported that Berwick is hosting another Harry Potter program in November and previous HP Programs have been well attended.
- Janet: Wolfville has been really busy this summer. The number of attendees at the Reptile Program highlight the need for an expanded library - 50 children with parents and siblings required that the program be held outside.

**11. Next meeting:**

The next meeting is scheduled for **November 21, 2019 5:00pm - 7:00pm**, Berwick Town Office.

**12. Adjournment:**

**MOTION: To adjourn the meeting at 7:05 pm.**

**MOVED BY: Ty Walsh SECONDED BY: Tanya Leopold CARRIED.**

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