



## Annapolis Valley Regional Library

Regular Board Meeting  
Thursday, September 15, 2021

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

Online Meeting

### Minutes

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

REGRETS: Jane Bustin

**1. Call to order**

Janet Ness called the meeting to order at 6:03pm.

**2. Guests/Presentations**

There were no guests/presentations

**3. Approval of Agenda**

5.1 July 20, 2021 letter from the Friends of the Annapolis Royal Library; 7.3.1 In Camera; 7.3.2 Truth and Reconciliation Day; 7.5.1 LBANS Appointment; 8.3 Workplace Screening Program were added to the agenda.

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

**MOVED BY: Pat Power SECONDED BY: Bob Morton CARRIED**

**4. Approval of Minutes of the Previous Meeting (June 17, 2021)**

**MOTION: To accept the minutes of the June 17th, 2021**

**MOVED BY: Jill Cox SECONDED BY: Gillian Yorke CARRIED**

## 5. Correspondence and Communications

Received:

- 5.1 July 20, 2021 letter from the Friends of the Annapolis Royal Library.

## 6. Business Arising from the Previous Meeting:

### 6.1 Accessibility Framework:

Ann-Marie reviewed the progress of the Interregional Advisory Committee for Library Accessibility [IACLA] to date. The group is on track to complete the work by April 1, 2022 as required by the Government of Nova Scotia's Accessibility Legislation.

### 6.2 PHASE 5 - AVRL Reopening Plan: [Information purposes]

The PHASE 5 - AVRL Reopening Plan was withdrawn.

## 7. Committee Reports

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

7.1.1 Nothing to Report

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

7.2.1 Investment Policy FIN - 0050

**MOTION: To accept the Investment Policy FIN - 0050 as presented.**  
**MOVED BY: Lesley MacDonald SECONDED BY: Colin Bowers**  
**CARRIED.**

**MOTION: Any two of the Treasurer, Chair, Vice-Chair, and Chief Executive Officer have signing authority for the Investment account.**

**MOVED BY: Lesley MacDonald SECONDED BY: Alex Morrison**  
**CARRIED**

7.2.2 Financial Statement - April 1, 2021 - September 1, 2021

**MOTION: To accept the Financial Statement dated April 1, 2021 - September 1, 2021.**

**MOVED BY: Lesley MacDonald SECONDED BY: Emily Lutz CARRIED**

7.2.3 Deferred Revenue Report for September 7, 2021

**MOTION: To accept the Deferred Revenue Report dated September 7, 2021.**

**MOVED BY: Lesley MacDonald SECONDED BY: Emily Lutz CARRIED**

7.2.4 Blue Cross renewal

**MOTION: To accept the Blue Cross renewal rate.**

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

7.3 Human Resources Committee, Jill Cox:

7.3.1 Vaccine Policy HR - 0055

**MOTION: To move in camera**

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

**MOTION: To move out of in camera**

**MOVED BY: Jill Cox SECONDED BY: Emily Lutz CARRIED**

The DRAFT Vaccine Policy HR-0055 is referred back to the Human Resources Committee for further review.

7.3.2 September 30th Truth and Reconciliation Day

The Government of Canada has declared ***September 30th National Day for Truth and Reconciliation*** as a Statutory Holiday. AVRL's Terms and Conditions of Employment Policy [HR-0080] Section 6.1 Holiday Closures state "any other holiday appointed by the Government of Canada or Government of Nova Scotia as a general holiday will be automatically included in the list of closed dates.

As such, AVRL will be adding ***September 30th Day for National Truth and Reconciliation*** to section **6.1 Holidays**. AVRL will observe it as a "general" holiday, as per the Province of Nova Scotia, and all AVRL locations and Administration Office will be closed.

**MOTION: To accept the Human Resources Committee Reports**

**7.3.1, 7.3.2.**

**MOVED BY: Jill Cox SECONDED BY: Alex Morrison CARRIED**

7.4 Advocacy and Development Committee, Janet Ness:

There was nothing to report.

7.5 LBANS:

7.5.1 Appointment of the AVRL LBANS representative.

**MOTION: That Alex Morrison serve as the AVRL representative on the LBANS Executive.**

**MOVED BY: Bob Morton SECONDED BY: Lesley MacDonald CARRIED**

7.5.2 Report from the LBANS Representative, Alex Morrison

Alex reported that the September 11, 2021 LBANS meeting was extremely positive. LBANS has a renewed sense of purpose, and is looking at refreshing its mandate. Activities that LBANS could engage in are as follows:

1. Meeting with the Minister, Deputy Minister
2. Funding formula - verification of the funding formula and review
3. Position of the Provincial Librarian - and enhancing this position
4. Hosting a function to promote literacy and libraries
5. Advocacy on behalf of libraries
6. Updating of the Trustee Handbook
7. Workshop to develop a strategic plan

**MOTION: To accept the LBANS Report as presented by Alex Morrison**

**MOVED BY: Alex Morrison SECONDED BY: Colin Bowers CARRIED**

The following motions were made at the November 19, 2020 AVRL Board Meeting as part of the Minutes from the September 30, 2020 Special Meeting on to discuss the future of LBANS...

*MOTION: That the Annapolis Valley Regional Library Board recommends to the Executive of the Library Board Association of Nova Scotia [LBANS] to proceed with the immediate dissolution of LBANS.*

*MOVED BY: Alex Morrison SECONDED BY: Lynn Pulsifer UNANIMOUSLY CARRIED.*

*MOTION: That the Annapolis Valley Regional Library Board recommends to the Executive of the Library Board Association of Nova Scotia [LBANS] the remaining assets be dispersed equally among the nine regional library boards.*

*MOVED BY: Alex Morrison SECONDED BY: Lynn Pulsifer UNANIMOUSLY CARRIED.*

**MOTION: To rescind previous motions from the November 19, 2020 Meeting.**

**MOVED BY: Alex Morrison SECONDED BY: Lesley MacDonald CARRIED**

The Board expressed appreciation to Alex for his work on LBANS.

## 8. Report from the Chief Executive Officer

### 8.1 Library Management Committee Report:

The Library Management Committee Report for September 15th was discussed.

### 8.2 Performance Indicators (Statistics):

The Performance Indicators for April 1, 2021 - August 31, 2021 was discussed.

### 8.3 Workplace Screening Program:

AVRL will be participating in the Government of Nova Scotia Workplace Screening Program commencing the week of September 27th, 2021. The following information was shared with the AVRL Staff.

#### **What is the Nova Scotia Workplace Screening Program?**

The Nova Scotia Workplace Screening Program supports employers across the province that are interested in implementing regular COVID-19 screening using rapid antigen tests for their employees.

#### **Why is screening for COVID-19 in workplaces important?**

As we move through our reopening plan, providing access to testing onsite in workplaces will help keep workplaces safe, more quickly identify cases and outbreaks and lead to faster economic recovery.

#### **What is a rapid antigen test?**

A rapid antigen test is a point-of-care test (POCT) that can be performed anywhere and provides results within 15 minutes. It is administered using a nasal swab. In Nova Scotia, rapid antigen tests are only used for **asymptomatic testing**.

**MOTION: To accept the CEO Reports 8.1. - 8.3.**

**MOVED BY: Emily Lutz SECONDED BY: Bob Morton CARRIED**

## 9. New Business

### 9.1 MLA Outreach

Ann-Marie and Janet have reached out to the newly elected MLAs. Ann-Marie and Janet met with MLA from Kings West, Chris Palmer. Janet reported it was a very positive meeting, and Chris was provided with an overview of the Funding Formula, and the importance of it being fully implemented.

**10. Member Reports (Roundtable)**

- ✓ Lesley MacDonald      Nothing to report.
- ✓ Alex Morrison        Nothing to report.
- ✓ Pat Power              The FOL Fall Speakers series is being developed, and held book sales at the Farmers market.
- ✓ Bob Morton            Nothing to report.
- ✓ Jill Cox                The FOL are supporting Take-Away activities.
- ✓ Emily Lutz             She is attending the Berwick Library on a weekly basis. The Monarch Butterfly program is a hit with the family.
- ✓ Collin Bowers        Nothing to report.
- ✓ Gillian Yorke         Kentville's Pumpkin People Festival will feature dinosaurs.
- ✓ Janet Ness            The Wolfville Library project is moving forward with Council.

**11. Next meeting:**

The next regular Board Meeting is scheduled for **November 18, 2021 6:00pm - 8:00pm** at the Town of Berwick Office Council Chambers.

**12. Adjournment**

**MOTION: To adjourn the meeting at 7:48pm.**

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

Prepared by Ann-Marie Mathieu  
CEO/Secretary to the Board