



Annapolis Valley Regional Library

**Regular Board Meeting
Thursday, April 20, 2023**

4:30 p.m. - 8:00 p.m.

In-person Meeting

Minutes (DRAFT)

PRESENT: Jane Bustin Janet Ness, Gillian Yorke, Jill Cox, Lesley MacDonald, Emily Lutz, Julia Merritt (CEO), Jai Soloy (Coordinator of Public Services), Samantha Driscoll (Manager of HR & Facilities)

REGRETS: Laurie Murley

1. Call to order

Janet Ness called the meeting to order at 4:50 pm.
Bruce Prout was welcomed as the new board member for Annapolis County.
The death of Pat Power (Annapolis Royal) was marked.

2. Guests/Presentations

CEO Julia Merritt delivered the Board orientation/updated "Looking to the Future".

3. Approval of Agenda

MOTION: To approve the agenda as is
MOVED BY: Emily Lutz **SECONDED BY:** Jill Cox **CARRIED**

4. Approval of Minutes of the Previous Meetings

4.1 Minutes from the November 17, 2022 Meeting

MOTION: To accept the minutes of the September 15, 2022 regular Board Meeting as presented.
MOVED BY: Lesley MacDonald **SECONDED BY:** Emily Lutz **CARRIED**

5. Correspondence and Communications

5.1 Received:

- 5.1.1 C. Janes – notice of retirement
- 5.1.2 Town of Wolfville – reappointment of J. Ness
- 5.1.3 P. Milner – notice of retirement
- 5.1.4 County of Annapolis – appointment of B. Prout
- 5.1.5 Minister Dunn – Bridge funding for libraries 2023-24
- 5.1.6 Thank you card – Angela Reynolds
- 5.1.7 Thank you card – Patricia Milner

5.2 Sent:

- 5.2.1 Minister Dunn – Bridge funding for libraries 2023-24

MOTION: To accept the correspondence.

MOVED BY: Jane Butson SECONDED BY: Lesley MacDonald CARRIED

6. Business Arising from the Previous Meeting:

- 6.1 Annapolis Royal branch heating (no update)
- 6.2 Pension review (no update)

7. Committee Reports

7.1 Executive Committee, Janet Ness (Chair):

The report from Janet Ness was circulated.

7.2 Human Resources Committee, Jill Cox:

Nothing to report at this time.

7.3 Finance Committee, Lesley MacDonald (Treasurer):

7.3.1 Financial Statement - April 1, 2022 – March 31, 2023

The draft Financial Statement was discussed. A small surplus for the year is anticipated.

7.3.2 Deferred Revenue Report for March 31, 2023

The deferred Revenue Report was discussed; it is proposed to leave the '22-23 surplus in the operating reserve to fund any additional budget needs prior to the negotiation of the next funding formula.

7.3.3 The CEO gave a brief update regarding the investment portfolio, which is continues to trend in a positive direction.

7.4 Advocacy and Development Committee, Janet Ness:

There was nothing to report.

7.5 LBANS:

7.5.1 Report from the AVRL LBANS Representative:

Janet Ness reported that LBANS has completed their new strategic plan and reviewed their next steps for advocacy.

MOTION: To accept all Committee Reports.

MOVED BY: Emily Lutz SECONDED BY: Jill Cox CARRIED

8. Report from the Chief Executive Officer

8.1 Update from the CEO:

As per the written report. There were no questions.

8.2 Performance Indicators (Statistics):

As per the written report. There were no questions.

9. New Business:

9.1 2023-24 Budget

The budget was reviewed and discussed.

MOTION: To approve the 2023-2024 budget as submitted.

MOVED: Lesley MacDonald SECONDED BY: Emily Lutz CARRIED

9.2 CORL Vision Endorsement

MOTION: To approve the CORL vision statement, with the request for a friendly amendment to include "Historic African Nova Scotian Communities" in the Partnerships section.

MOVED: Emily Lutz SECONDED BY: Jill Cox CARRIED

10. In Camera: labour negotiations

MOTION: To move in camera at 7:04pm.

MOVED: Emily Lutz SECONDED BY: Lesley MacDonald CARRIED

MOTION: To move out of camera at 7:30pm.

MOVED: Emily Lutz SECONDED BY: Jill Cox CARRIED

MOTION: To receive the reports presented in camera.

MOVED: Emily Lutz SECONDED BY: Lesley MacDonald CARRIED

11. Next meeting:

The next meeting is scheduled for Thursday, June 15th, 2023, 6-8 PM. It will be both a regular Board meeting and the AGM.

12. Adjournment

MOTION: To adjourn the meeting at 7:34 pm.

MOVED BY: Lesley MacDonald