



Annapolis Valley Regional Library Board Annual General Meeting

Thursday, June 20, 2024

6:00pm – 8:00 pm

In-Person Meeting

Minutes (DRAFT)

PRESENT: Jane Bustin, Jill Cox, Emily Lutz, Bruce Prout, Janet Ness, Paul Wear, Julia Merritt (CEO), Carin Cress (EA)

REGRETS: Laurie Murley, Gillian Yorke

GUESTS: Hannah Smith (Grant Thornton LLP) and Terry Miller, CPA CA, CFP (Investia Financial Services)

1. Call to order:

The meeting was called to order at 6:07pm by Janet Ness, Chair.

2. Minutes of the Thursday, June 15, 2023 AGM Hybrid In-Person/Zoom Meeting

MOTION: To accept the Minutes of the Thursday, June 15, 2023 Annual General Meeting as presented.

MOVED BY: Jane Bustin **SECONDED BY:** Jill Cox **CARRIED.**

3. Presentation of the Review of Investments:

Terry Miller, CPA CA, CFP (Investia Financial Services) presented a review of AVRL's investments.

MOTION: To approve the Financial Review of Investments as presented by Investia Financial Services.

MOVED BY: Emily Lutz **SECONDED BY:** Bruce Prout **CARRIED.**

4. Presentation of the Annual Audited Financial Statements:

Hannah Smith (Grant Thornton) presented the April 1, 2023 - March 31, 2024 Financial Statements. The Board noted their appreciation to the auditors and to staff.

MOTION: To approve the Financial Statements for April 1, 2023 - March 31, 2024 as presented by Grant Thornton.

MOVED BY: Paul Wear **SECONDED BY:** Emily Lutz **CARRIED.**

Hannah Smith left the meeting.

5. Appointment of the Auditors:

MOTION: That Grant Thornton will continue as the auditors for the coming fiscal year: April 1, 2024 - March 31, 2025.

MOVED BY: Bruce Prout **SECONDED BY:** Jane Bustin **CARRIED.**

6. Revisions to the AVRL Board By-Laws:

6.1 Dismantle Advocacy and Development Committee. LBANS is no longer functioning at full capacity.

6.1.1 Adjust the AVRL By-Laws 6.1

MOTION: To adjust the By-Laws with the deletion of the Advocacy and Development Committee.

MOVED BY: Jill Cox **SECONDED BY:** Paul Wear **CARRIED.**

7. Annual Reports:

Annual reports, 7.1 - 7.4 were included in the board package.

7.1 Chair of the Board:

Janet Ness, Chair AVRL, presented the Annual Report from the Chair.

7.2 Finance Report:

Julia Merritt, Chief Executive Officer, presented the AVRL Annual Report April 1st, 2023 - March 31st, 2024 and CEO report.

7.3 Human Resources Report:

Jill Cox, Board Member, presented the Annual Report from the HR Committee.

7.4 Chief Executive Officer:

Julia Merritt, Chief Executive Officer, presented the CEO's report for 2023-24.

MOTION: To accept the Annual Reports as presented.

MOVED BY: Paul Wear **SECONDED BY:** Emily Lutz **CARRIED.**

8. Election of the Officers:

8.1 Chair:

Emily Lutz nominated Janet Ness to serve as Board Chair, and Jill Cox seconded the nomination. The nomination was accepted by Janet Ness. There were no further nominations.

MOTION: That Janet Ness serves as Board Chair for 2023 - 2024.

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

8.2 Vice-Chair:

Jane Bustin nominated Jill Cox to serve as Board Vice-Chair, and Bruce Prout seconded the nomination. The nomination was accepted by Jill Cox. There were no further nominations.

MOTION: That Jill Cox serves as Board Vice-Chair for 2023 - 2024.

MOVED BY: Jane Bustin **SECONDED BY:** Bruce Prout **CARRIED**

8.3 Treasurer:

Jill Cox nominated Emily Lutz to serve as Board Treasurer, and Bruce Prout seconded the nomination. The nomination was accepted by Emily Lutz. There were no further nominations.

MOTION: That Emily Lutz serves as Board Treasurer for 2023-2024.

MOVED BY: Jill Cox **SECONDED BY:** Jane Bustin **CARRIED**

9. **Appointment of AVRL LBANS Representative:**

LBANS Representative:

There are no meetings being held at this time. If something comes up Janet Ness will represent.

MOTION: That in the event of LBANS not disbanding Janet Ness will serve as the primary representative to LBANS for 2024-2025.

MOVED BY: Emily Lutz **SECONDED BY:** Bruce Prout **CARRIED**

Next meeting(s):

The next regular Board Meeting is scheduled for **Thursday September 19th, 2024 at 5:00pm.**

10. **Adjournment:**

MOTION: That the meeting be adjourned at 7:37 pm.

MOVED BY: Paul Wear