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**EDMONTON PUBLIC LIBRARY BOARD**

Tuesday, September 13, 2022

MS Teams Virtual Meeting

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**ATTENDANCE:**

**Board:** Kenna Houncaren  
Rosalie Russnak  
James Crossman  
Raman Deol  
Tina Faiz  
Janet Hancock  
Sandra Marin  
Aaida Peerani  
Chad Schulz

**Regrets:** Councillor Karen Principe

**Staff:** Pilar Martinez, Chief Executive Officer  
Sharon Day, Executive Director, Customer Experience  
Gastone Monai, Chief Financial Officer

**Recording Secretary:** Lisette Lalchan

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**1. CALL TO ORDER/CHAIR WELCOME & LAND ACKNOWLEDGEMENT**

Board Chair, Kenna Houncaren, called the meeting to order at 5:31 p.m. She opened the meeting by congratulating and welcoming Sharon Day to EPL's Executive Team. Kenna then shared an overview of EPL's updated guidelines to land acknowledgements. She thanked Pilar and the EPL team for their continued work ensuring EPL is creating a meaningful and welcoming acknowledgment for indigenous peoples. The report will be shared with the Board once finalized.

**2. ADOPTION OF AGENDA**

**MOTION:** That the Board accept the agenda as circulated.  
Moved by Aaida Peerani. Seconded by James Crossman.

**CARRIED**

**4. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest identified.

#### **4. ADOPTION OF MINUTES**

**MOTION:** That the Board approve the June 14, 2022 meeting minutes.  
Moved by Rosalie Russnak. Seconded by Sandra Marin.

**CARRIED**

#### **5. BUSINESS ARISING FROM THE MINUTES**

##### 5a) Notes from Fundraising Generative Discussion

Kenna referred to the notes shared in the meeting package and opened the floor to the Board to provide feedback and comments. Trustees all expressed appreciation for the generative discussion and Tina was thankful to the Board for allowing her to bring this item forward.

The board discussed next steps and agreed that EPL's Executive Team should draft a fundraising policy or incorporate language in the Ethical Fundraising and Financial Accountability Code Policy that codifies EPL's current fundraising parameters. The policy will be brought forward for review by the Finance and Audit Committee. Tina Faiz expressed interest in discussing advocacy and the board's role in advocacy. Other board members were interested in continuing the discussion recognizing the next logical movement to revisit would be once the draft policy was prepared.

#### **6. CONSENT ITEMS**

- 6a) Chair's Report
- 6b) CEO's Report and KPIs
- 6c) 2022 Q2 Strategic & Business Plan Report
- 6d) Friends of EPL Report

Pilar Martinez shared highlights of her CEO Report including the Strategic Plan, the EPL Mandate, the 2022 Employee Engagement & Diversity Survey and the Customer Feedback Survey. She then responded to comments and questions from Trustees.

Raman Deol encouraged board members to attend the Friends' upcoming Halloween Movie Night in October. Raman will share details with Lisette.

**MOTION:** That all consent items be received as information.  
Moved by Janet Hancock. Seconded by Tina Faiz.

**CARRIED**

#### **7. NEW BUSINESS**

##### 7a) 2022 Q2 Strategic & Business Plan Presentation

Pilar Martinez reviewed the January to June 2022 status and accomplishments regarding EPL's strategic goals and significant projects.

7b) 2022-23 Board Plan & Activities  
7c) Finance & Audit Committee Report

Committee Chair, Rosalie Russnak, provided a brief update on the committee's September meeting. She then turned the floor over to Gastone Monai who presented the Board with an overview of the Q2 2022 financial information provided in the meeting package.

Rosalie shared EPL's approach to the Supply Chain Management Policy B-2014. Some edits were suggested and incorporated into the policy.

**MOTION:** That the Financial Results for the period ending June 30, 2022 be received as information.

Moved by Rosalie Russnak. Seconded by James Crossman.

**CARRIED**

**MOTION:** That the Board approve the Supply Chain Management Policy B-2014 as amended.

Moved by James Crossman. Seconded by Sandra Marin.

**CARRIED**

**MOTION:** That the Board receive the September 6, 2022 Finance and Audit Committee Meeting Report as information.

Moved by Raman Deol. Seconded by Chad Schulz.

**CARRIED**

**MOTION:** That the meeting move *IN CAMERA*.

Moved by Raman Deol. Seconded by James Crossman.

**CARRIED**

*The meeting moved in camera at 6:36 pm.*

7c) 2023-26 EPL Proposed Operating & Capital Budget

**MOTION:** That the meeting move *OUT OF CAMERA*.

Moved by Rosalie Russnak. Seconded by James Crossman.

**CARRIED**

*The meeting moved out of camera at 7:44 pm.*

**MOTION:** That the proposed EPL 2023-2026 Operating and Capital Budget Report be approved incorporating amendments from Gastone's Board budget presentation.

Moved by Sandra Marin. Seconded by James Crossman.

**CARRIED**

**10. NEW INQUIRIES**

There were no new inquiries.

## **11. ADJOURNMENT**

The meeting adjourned at 7:50 pm.