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## EDMONTON PUBLIC LIBRARY BOARD

Tuesday, June 14, 2016 5:00 p.m.  
Stanley A. Milner Library  
(3<sup>rd</sup> Floor Boardroom)

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### ATTENDANCE:

**Board:** Dr. Brian Heidecker, Chair  
Mr. Jay Ball  
Dr. Sherrill Johnson  
Mr. Nazir Mulji  
Ms. Jill Scheyk  
Dr. Fern Snart  
Ms. Zainul Mawji  
Ms. Jennifer Huntley

**Staff:** Ms. Pilar Martinez, Chief Executive Officer  
Ms. Linda Garvin, Executive Director, Customer Experience  
Mr. Gastone Monai, Chief Financial Officer

**Guests:** Ms. Alex Carruthers, Digital Literacy Librarian, EPL  
Ms. Lisette Lalchan, Administrative Assistant, EPL

**Regrets:** Ms. Miranda Jimmy  
Councillor Ben Henderson

**Recording Secretary:** Ms. Caroline Shield

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### 1. CALL TO ORDER / PRESENTATION

Chair Brian Heidecker called the meeting to order at 5:30 p.m. and welcomed new trustees Zainul Mawji and Jennifer Huntley. Pilar Martinez welcomed the following EPL staff: Lisette Lalchan, who was attending to observe and gain experience; Linda Garvin, who was attending her first Board meeting as a member of the Executive Team; and Alex Carruthers, Digital Literacy Librarian, who was presenting on Capital City Records.

- 1a) Capital City Records – An Introduction  
Alex Carruthers provided a presentation on EPL’s award-winning Capital City Records initiative and responded to questions from trustees. Jay Ball suggested that EPL could extend this further and host a Forward Thinking Music Series similar to the Forward Thinking Speaker Series. Zainul Mawji asked whether there was the facility to partner or collaborate with other

Rabble participants. Alex responded that the functionality is there but that this avenue has not yet been pursued. Several positive comments about this initiative were received from trustees.

Alex Carruthers left the meeting at 5:49 p.m.

**2. ADOPTION OF AGENDA**

Moved by Fern Snart. Seconded by Nazir Mulji.

That the agenda be approved.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest identified regarding agenda items.

**4. ADOPTION OF MINUTES**

Moved by Sherrill Johnson. Seconded by Nazir Mulji.

That the minutes of the April 26, 2016 Board meeting be approved.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES**

There were no outstanding items identified.

**6. NEW BUSINESS**

6a) Milner Revitalization Update

Pilar Martinez, CEO, provided an update on the Milner Revitalization budget and indicated that the team has been working on achieving cost reductions through a value engineering process and indicated that the project timelines are on track. Cost reductions have affected the exterior design and the interior is expected to remain as previously designed. Savings realized from other EPL capital projects may be required for the Milner Revitalization project. A request would be submitted to the Board for approval of any redirected funds and then submitted to City Council for their approval. Construction is expected to commence in early 2017, with completion by the first quarter of 2020. The building will be vacated by early 2017 and leases are being finalized with Enterprise Square for the public space and another downtown location for non-public service staff space. Gastone Monai, Chief Financial Officer, added that Second Cup would be leaving the building at the end of June. Pilar Martinez responded to questions from the trustees.

6b) Ratification of Electronic Vote – Committees Membership 2016-2017 Term

Moved by Nazir Mulji. Seconded by Jill Scheyk.

That the Board approve the committee membership of the Governance and Nomination Committee, Finance and Audit Committee and the HR and CEO Performance Management Committee

**CARRIED**

- 6c) Appointment of Alberta Library Trustees Association (ALTA) Representative and Alternate for 2016-2017 Term

Chair Brian Heidecker noted that a representative and alternate for the ALTA Board are required for the 2016-2017 term. Nazir Mulji gave an overview of what the role entails. Jill Scheyk indicated that she would be willing to be the representative and Nazir Mulji volunteered to be the alternate. A letter will be sent to ALTA informing them of the EPL representatives for the 2016-2017 term.

- 6d) Appointment of Friends of EPL (FEPL)/ Anthology Representative and Alternate for the 2016-2017 Term

Chair Brian Heidecker noted that a representative and alternate for the FEPL / Anthology Board are required for the 2016-2017 term. Jill Scheyk indicated that she would be willing to continue as the representative for an additional term. Fern Snart volunteered to be the alternate. A letter will be sent to the FEPL/Anthology Board informing them of the EPL representatives for the 2016-2017 term.

- 6e) Brainstorming topics for generative discussions

Chair Brian Heidecker invited trustees to discuss generative topics that they might want to explore in advancing EPL's strategic priorities. Several suggestions were received. The Executive Team agreed to categorize the suggestions into themes. Once finalized, the document will be sent to trustees along with a doodle poll for trustees to select their top three priorities regarding generative discussion topics for the year. Brian Heidecker referred to the Board Development budget and that there might be funds available to arrange for an external speaker to attend a future Board meeting to address topics identified as priorities.

## **7. CONSENT ITEMS**

- 7a) Chair's Report
- 7b) CEO's Report
- 7c) Friends of EPL / Anthology Report
- 7d) Governance and Nomination Committee – May 19, 2016
- 7e) HR and CEO Performance Management Committee – May 24, 2016
- 7f) Finance and Audit Committee – June 7, 2016

- Statement of Operations / Capital / Deferred Revenue / Accumulated Surplus and Investments as of April 30, 2016

Moved by Nazir Mulji. Seconded by Sherrill Johnson  
That all Consent items be received as information.

That the Board approve the Financial Statement of Operations / Capital / Deferred Revenue / Accumulated Surplus and Investments as of April 30, 2016.

**CARRIED**

## **8. NEW INQUIRIES**

Chair Brian Heidecker noted that he had recently attended the Canadian Library Association Conference in Ottawa and that he was impressed by the general recognition from other organizations of EPL's successes and innovative ideas. Brian also reminded trustees of the upcoming Books2Eat Gala on September 30 and for trustees to invite any of their contacts and promote the event generally within the community.

Zainul Mawji requested that the time slot for the HR and CEO Performance Committee and the Finance and Audit Committee be moved to a day other than a Tuesday. A doodle poll will be sent to the members of the aforementioned committees to establish an alternative day of the week to ensure maximum attendance.

## **9. ADJOURNMENT**

The meeting adjourned at 6:49 p.m.