
EDMONTON PUBLIC LIBRARY BOARD

Monday, September 24, 2018 5:30 p.m.

Aspen Conference Centre

ATTENDANCE:

Board: Dr. Brian Heidecker

Mr. Nazir Mulji

Mr. Jay Ball

Councillor Ben Henderson

Mrs. Kenna Houncaren

Ms. Jennifer Huntley

Mrs. Zainul Mawji

Ms. Aaida Peerani

Ms. Jill Scheyk

Dr. Fern Snart

Staff: Ms. Pilar Martinez, Chief Executive Officer

Mr. Gastone Monai, Chief Financial Officer

Ms. Tina Thomas, Executive Director, Strategy and Innovation

Ms. Allison Prill, Director, Human Resources

Ms. Donna Gallant, Manager, Finance and Accounting

Recording Secretary: Ms. Lisette Lalchan

1. CALL TO ORDER

Chair, Brian Heidecker, called the meeting to order at 5:32 p.m. Pilar Martinez welcomed and introduced new Executive Team Member, Allison Prill, Director, Human Resources.

2. ADOPTION OF AGENDA

MOTION: That the agenda be approved as circulated.

Moved by Jill Scheyk. Seconded by Kenna Houncaren.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest identified regarding agenda items.

4. ADOPTION OF MINUTES

MOTION: That the Board approve the June 5, 2018 meeting minutes.
Moved by Fern Snart. Seconded by Jay Ball.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

6. NEW BUSINESS

6a) Finance and Audit Committee Meeting Report

Gastone Monai introduced Donna Gallant, Manager, Finance and Accounting. Committee Chair, Nazir Mulji, provided the Board with an overview of the meeting that was held on September 17, 2018.

MOTION: That the Board approve the Financial Results ending June 30, 2018.
Moved by Nazir Mulji. Seconded by Jennifer Huntley.

CARRIED

MOTION: That the Board approve the Procurement Management Policy.
Moved by Nazir Mulji. Seconded by Fern Snart.

CARRIED

MOTION: That the Board receive the September 17, 2018 Finance and Audit Committee Report as information.
Moved by Nazir Mulji. Seconded by Fern Snart.

CARRIED

6b) Proposed 2019-22 EPL Capital and Operating Budget

Gastone Monai provided an overview of the 2019 – 2022 EPL Capital and Operating Budgets. He highlighted key elements included in the budget overview document such as EPL's key positioning on growth and new services, budget recommendations, achieving funding targets set by the City, and the challenges of balancing a budget with no increases. A brief discussion followed and Gastone answered questions from the Board.

MOTION: That the EPL 2019-22 Proposed Capital and Operating Budget be approved.
Moved by Nazir Mulji. Seconded by Jill Scheyk.

CARRIED

6c) Mid-year Fund Development Report

Tina Thomas provided the Board with an update on Fund Development activities to date.

6d) Mid-year Business Plan Report

Tina Thomas provided an overview of EPL's 2017-2018 Business Plan Report Card, and responded to questions from the Board. It was noted by trustees that no items in the report were "red", i.e. incomplete. Pilar Martinez responded that this was a valid point, and that there are items that have not be completed by choice, and the Board can expect to see some "red" items when Executive reports on the 2014-2018 Strategic Plan.

MOTION: That the Board receive the May 2, 2018 F&A Committee Report as information.

Moved by Nazir Mulji. Seconded by Jennifer Huntley.

CARRIED

6e) Mid-year Key Performance Indicators

Tina Thomas presented the Board with an update on EPL's mid-year KPIs. She noted that EPL is in the process of re-thinking EPL's approach on metrics.

6f) Employee Demographics

Allison Prill presented EPL's 2017 Employee Demographics.

MOTION: That the Board receive the Employee Demographics report as information.

Moved by Kenna Houncaren. Seconded by Jay Ball.

CARRIED

7. CONSENT ITEMS

7a) Chair's Report

7b) CEO's Report

7c) Trustee Evaluation – Governance and Nomination Committee

MOTION: That all consent items be received as information.

Moved by Jennifer Huntley. Seconded by Zainul Mawji.

CARRIED

8. NEW INQUIRIES

There were no items identified.

9. ADJOURNMENT

The meeting adjourned at 6:35 p.m.