
EDMONTON PUBLIC LIBRARY BOARD

Tuesday, November 12, 2019

Aspen Conference Centre

ATTENDANCE:

Board: Dr. Fern Snart
Mrs. Kenna Houncaren
Mr. James Crossman
Dr. Brian Heidecker
Councillor Ben Henderson (by phone)
Ms. Jennifer Huntley
Ms. Sandra Marin
Ms. Jill Scheyk

Regrets: Ms. Aaida Peerani, Mrs. Zainul Mawji

Staff: Ms. Pilar Martinez, Chief Executive Office
Mr. Gastone Monai, Chief Financial Officer
Ms. Tina Thomas, Executive Director, Strategy & Innovation

Guest: Ms. Parveen Mann, Director, Financial Services

Recording Secretary: Ms. Lisette Lalchan

1. CALL TO ORDER

Chair, Dr. Fern Snart, called the meeting to order at 5:34 pm. Councillor Ben Henderson joined the meeting by phone.

2. ADOPTION OF AGENDA

MOTION: That the Board accept the agenda as circulated.
Moved by Jill Scheyk. Seconded by Kenna Houncaren.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest identified.

4. ADOPTION OF MINUTES

MOTION: That the Board approve the September 10, 2019 meeting minutes.
Moved by Jennifer Huntley. Seconded by Brian Heidecker.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

6. NEW BUSINESS

6a) Finance and Audit Committee Report

Gastone Monai introduced Parveen Mann, Director, Financial Services, to present the Enterprise Risk Management Report. Parveen introduced the report by covering the approach taken, evaluations and assessment of risks that were identified, the process and register and new additions. She shared the newly created monitoring process, and strategy for high risk areas. She responded to questions from the Board.

Gastone then reviewed the Finance and Audit Committee Report provided in the package. He shared a brief overview of the Audit Plan presented by KPMG and Q3 Financial Results.

MOTION: That the Board accept the Enterprise Risk Management Report as information.

Moved by James Crossman. Seconded by Brian Heidecker.

CARRIED

MOTION: That the Financial Results for the period ending September 30, 2019 be received as information.

Moved by James Crossman. Seconded by Sandra Marin.

CARRIED

MOTION: That the Board receive the November 4, 2019 Finance and Audit Committee Meeting Report as information.

Moved by Sandra Marin. Seconded by James Crossman.

CARRIED

Parveen Mann left the meeting.

6b) Governance and Nomination Committee Report

In Aaida Peerani's (Committee Chair) absence, Dr. Fern Snart shared an overview of activities undertaken by the Governance and Nomination Committee.

MOTION: That the Board approve the revised EPL Trustee Recruitment Profile.

Moved by Jennifer Huntley. Seconded by Kenna Houncaren.

CARRIED

MOTION: That the Board receive the September 17, 2019, Governance and Nomination Committee Report as information.

Moved by Jill Scheyk. Seconded by James Crossman.

CARRIED

6c) HR and CEO Performance Evaluation Committee Meeting

Committee Chair, Kenna Houncaren, shared an overview of Committee activity, as outlined in the Committee Report.

MOTION: That the Board receive the November 5, 2019, HR and CEO Performance Evaluation Committee Report as information.

Moved by Kenna Houncaren. Seconded by Jennifer Huntley.

CARRIED

6d) Q3 Fund Development Report (T. Thomas)

Tina Thomas, Executive Director, Strategy & Innovation, presented the Q3 Fund Development results. The presentation was well received by the Board.

7. CONSENT ITEMS

MOTION: That all consent items be received as information.

Moved by Kenna Houncaren. Seconded by Jill Scheyk.

CARRIED

8. IN CAMERA

MOTION: That the Board move the meeting in camera to discuss the Milner Budget and CEO Succession Plan.

Moved by Kenna Houncaren. Seconded by Sandra Marin.

CARRIED

8a) Milner

- Budget
- Update

8b) CEO Succession Plan

MOTION: That the 2019-2022 Capital Budget adjustments for the fit-up of the Stanley A. Milner Library be approved by the Board as outlined in the report.

Moved by Brian Heidecker. Seconded by James Crossman.

CARRIED

Gastone Monai, Tina Thomas and Lisette Lalchan left the meeting.

MOTION: That the Board move the meeting out of camera.

Moved by Jill Scheyk. Seconded by Jennifer Huntley.

CARRIED

9. ADJOURNMENT

The meeting adjourned at 6:43 p.m.