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**EDMONTON PUBLIC LIBRARY BOARD**

Tuesday, February 11, 2020

Commonwealth Recreation Centre – Meeting Room 4

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**ATTENDANCE:**

**Board:** Dr. Fern Snart  
Mrs. Kenna Houncaren  
Mr. James Crossman  
Dr. Brian Heidecker  
Ms. Jennifer Huntley  
Councillor Andrew Knack  
Ms. Sandra Marin  
Ms. Aaida Peerani

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

**Regrets:** Mrs. Zainul Mawji

**Recording Secretary:** Ms. Lisette Lalchan

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**1. CALL TO ORDER**

Chair, Dr. Fern Snart, called the meeting to order at 5:01 p.m.

**2. ADOPTION OF AGENDA**

**MOTION:** That the Board accept the agenda as circulated with the following amendment:

The addition of In Camera item 8a) Recent Trustee Resignation

Moved by Fern Snart. 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 December 10, 2019 meeting minutes.  
Moved by Brian Heidecker. Seconded by Jennifer Huntley.

**CARRIED**

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

There were no outstanding items identified.

#### 6. **NEW BUSINESS**

##### 6a) Finance and Audit Committee Report

Gastone Monai provided the Board with an overview of the materials as provided in the meeting package. He reviewed the 2019 year-end Financial Results, the timelines for the upcoming audit and the 2019 annual surplus.

**MOTION:** That the EPL Financial Results for the Period Ending December 31, 2019 Report, including the following recommendations, be approved.

- That \$4,756,000 annual surplus be allocated to:
  - o \$7,000 unrestricted surplus;
  - o \$4,749,000 restricted surplus Milner capital project.

Moved by Brian Heidecker. Seconded by James Crossman.

**CARRIED**

**MOTION:** That the Board receive the February 3, 2019 Finance and Audit Committee Meeting Report as information.

Moved by Aaida Peerani. Seconded by James Crossman.

**CARRIED**

##### 6b) Governance and Nomination Committee Report

Committee Chair, Aaida Peerani, referenced the Committee Report that was provided in the meeting package and provided an update on committee activities.

**MOTION:** That the Board receive the January 21, 2020, Governance and Nomination Committee Report as information.

Moved by Aaida Peerani. Seconded by Jenny Huntley.

**CARRIED**

##### 6c) Annual Report of Public Libraries for Public Library Services Branch, Alberta Municipal Affairs.

Tina Thomas provided the Board with an overview of the report. She noted that Public Library Services Branch collects data differently than EPL, which results in

some incongruence with the Key Performance Indicators as shared in the CEO Report.

6d) Fund Development 2019 Year-End Report

Tina Thomas shared a summary of EPL fund raising activities for 2019.

6e) 2019-2021 Business Plan Report Card

Tina Thomas reviewed the 2019-2021 Business Plan Report Card and responded to questions from the Board.

6f) Milner Library Update

Pilar Martinez provided an update on the Milner Library Revitalization.

## 7. CONSENT ITEMS

**MOTION:** That all consent items be received as information.  
Moved by James Crossman. Seconded by Kenna Houncaren.

**CARRIED**

## 8. IN CAMERA

**MOTION:** That the Board move the meeting in camera to discuss the recent Trustee Resignation.

Moved by Brian Heidecker. Seconded by Aaida Peerani.

**CARRIED**

The Meeting went *in camera* at 5:48 p.m.

8a) Recent Trustee Resignation

**MOTION:** That the Board move the meeting out of camera.  
Moved by Kenna Houncaren. Seconded by Jenny Huntley.

**CARRIED**

The meeting moved *out of camera* at 6:01 p.m.

Minutes from the special Governance & Nominations Committee held on December 16, 2019 will be shared with the Board and approved via email.

## 9. NEW INQUIRIES

## 10. ADJOURNMENT

The meeting adjourned at 6:03 p.m.