
EDMONTON PUBLIC LIBRARY BOARD

Tuesday, March 10, 2020

Stanley A. Milner Library – Trustees Meeting Room

ATTENDANCE:

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

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

Regrets: Ms. Sandra Marin

Guest: Sharon Day, Director, Branch Services and Collections

Recording Secretary: Ms. Lisette Lalchan

1. CALL TO ORDER

Chair, Dr. Fern Snart, called the meeting to order at 5:04 p.m.

2. ADOPTION OF AGENDA

MOTION: That the Board accept the agenda as circulated.
Moved by Kenna Houncaren. Seconded by Jennifer Huntley.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no declarations made at the outset of the meeting. Councillor Knack indicated a conflict of interest in relation to item 9a) Collective Bargaining when he arrived at the meeting at 5:42 pm.

4. **ADOPTION OF MINUTES**

MOTION: That the Board approve the February 11, 2020 meeting minutes.
Moved by Jennifer Huntley. Seconded by Aaida Peerani.

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

There were no outstanding items identified.

6. **NEW BUSINESS**

6a) 2019 Incidents Report

Sharon Day, Director Branch Services and Collections, presented the Board with an overview of the 2019 Incidents Report shared in the meeting package. She covered the methodology EPL used in the collection and analysis of the statistics, key findings and recommendations. She reviewed mitigation strategies in progress and responded to questions from the Board.

A discussion took place on creating behaviour expectations for customers once Milner re-opens in the spring. Activities to support and train staff are underway, and the same security staff will be in place, ensuring continuity and familiarity with customers.

6b) Finance and Audit Committee Report

Gastone Monai provided the Board with an overview of the information provided in the meeting package. He addressed the 2019 Audit and noted that there were no major findings or adjustments indicated in EPL's Financial Statements (clean audit). The Board congratulated Gastone on another exemplary year. Tina Thomas provided background on the two policies including in the report.

MOTION: That the Board receive the March 2, 2020 Finance and Audit Committee Meeting Report as information.
Moved by Brian Heidecker. Seconded by Kenna Houncaren.

CARRIED

MOTION: That the Edmonton Public Library Board Audit Findings Report for the year ending December 31, 2019 be received as information.
Moved by Brian Heidecker. Seconded by Kenna Houncaren.

CARRIED

MOTION: That the audited Financial Statement for the period ending December 31, 2019 be approved by the Board.

Moved by Brian Heidecker. Seconded by James Crossman.

CARRIED

MOTION: That the Board approve the Corporate Sponsorship Policy.

Moved by James Crossman. Seconded by Aaida Peerani.

CARRIED

MOTION: That the Board approve the Ethical Fundraising and Financial Accountability Policy.

Moved by Jennifer Huntley. Seconded by Kenna Houncaren.

CARRIED

6c) Governance and Nomination Committee Report

Committee Chair, Aaida Peerani, referenced the election memo that was shared in the meeting package. She requested Trustees to submit nominations for the Vice-Chair role by March 19, 2020. A question was posed regarding the timing of the election and the challenge for new trustees who have just started in their role, may be unfamiliar with candidates and yet expected to vote. The May date is meant to align with the appointment terms for Trustees.

6d) Diversity and Inclusion Policy

Pilar Martinez introduced the policy to the Board. While there were no questions on the content of the policy, the Board deferred the vote until after discussing item 9c) Community Conversation.

CARRIED

Councillor Andrew Knack joined the meeting at 5:42 pm.

6e) Ratification of Electronic Vote

MOTION: That the Board accept for information the December 16, 2019 Governance and Nomination Committee Special Meeting Report.

Moved by Brian Heidecker. Seconded by Kenna Houncaren.

CARRIED

7. CONSENT ITEMS

Brian Heidecker gave a verbal update on the Alberta Library Trustee Association.

8. NEW INQUIRIES

There were no new inquiries.

9. IN CAMERA

MOTION: That the Board move the meeting *IN CAMERA*.
Moved by Jennifer Huntley. Seconded by Aaida Peerani.

CARRIED

The Meeting went *IN CAMERA* at 6:15 p.m.

Councillor Andrew Knack left the meeting.

9a) Collective Bargaining

Councillor Andrew Knack rejoined the meeting.

Zainul Mawji joined the meeting at 7:34 pm.

9b) Discussion – Trustee Resignation

- Feedback from Board and Executive Team

9c) Community Conversation Feb 11th Notes

- Feedback from Board and Executive Team
- Next Steps (P. Martinez)

Pilar Martinez, Gastone Monai, Mike Lewis, Lisette Lalchan and Tina Thomas left the meeting.

9d) CEO 2019 Performance Evaluation

9e) CEO 2020 Goals

MOTION: That the Board move the meeting *OUT OF CAMERA*
Moved by Jennifer Huntley. Seconded by Brian Heidecker.

CARRIED

MOTION: As the EPL Board of Trustees, we affirm that EPL will align with the bargaining mandate received by the City of Edmonton from City Council as has been past practice.

CARRIED

MOTION: That the Board approve the Diversity and Inclusion Policy.
Moved by Kenna Houncaren. Seconded by Brian Heidecker.

CARRIED

10. ADJOURNMENT

The meeting adjourned at 7:51 p.m.

