

EDMONTON PUBLIC LIBRARY BOARD

Tuesday, September 15, 2020

Zoom Virtual Meeting

ATTENDANCE:

Board: Dr. Fern Snart
Kenna Houncaren
James Crossman
Tina Faiz
Janet Hancock
Councillor Andrew Knack
Sandra Marin
Aaida Peerani
Rosalie Russnak
Chad Schulz

Staff: Pilar Martinez, Chief Executive Officer
Mike Lewis, Director, Human Resources
Deborah Rhodes, Executive Director, Shared Services & CFO
Jennifer Cannon, Director, Financial Services
Rachel Walters, Manager, Accounting Manager
Holli Bjerland, Manager, Fund Development

Recording Secretary: Lisette Lalchan

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION: That the Board adopt the agenda as circulated.
Moved by Aaida Peerani. Seconded by Kenna Houncaren.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were identified.

4. ADOPTION OF MINUTES

MOTION: That the Board approve the June 9, 2020 meeting minutes.
Moved by James Crossman. Seconded by Rosalie Russnak.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

Holli Bjerland joined the meeting at 5:06 pm.

6. NEW BUSINESS

6a) Mid-year Fund Development Report

Janet Hancock joined the meeting at 5:10 pm.

Holli Bjerland, Manager, Fund Development, presented on the Mid-year results as shared in the meeting package. She thanked the Board for their participation in the Thank-a-Thon.

6b) Finance and Audit Committee Report – IN CAMERA

MOTION: That the Board move the meeting *IN CAMERA*.
Moved by Chad Schulz. Seconded by Kenna Houncaren.

CARRIED

Councillor Andrew Knack joined the meeting at 5:36 pm.

MOTION: That the Financial Results for the period ending June 30, 2020 be received as information.
Moved by Janet Hancock. Seconded by Aaida Peerani.

CARRIED

MOTION: That EPL accepts a one-time 2020 City of Edmonton funding adjustment to be confirmed at the November Board meeting.
Moved by Kenna Houncaren. Seconded by Chad Schulz.

CARRIED

MOTION: That a Fall Supplemental Capital Budget Adjustment (SCBA) of \$10.4 million be performed to align with the actual Milner Fit Up Budget.
Moved by Kenna Houncaren. Seconded by James Crossman.

CARRIED

MOTION: That EPL participate in the 2021 one-time funding reduction invitation by the City of Edmonton in the amount of \$1.09M, with the understanding that this funding will be re-instated in 2022.
Moved by James Crossman. Seconded by Rosalie Russnak.

CARRIED

MOTION: That the Board approve the Proposed 2021 EPL Operating Budget Report.

Moved by Sandra Marin. Seconded by Chad Schulz.

CARRIED

MOTION: That the Board receive the September 3, 2020 Finance and Audit Committee Meeting Report as information.

Moved by James Crossman. Seconded by Tina Faiz.

CARRIED

MOTION: That the Board move the meeting *OUT OF CAMERA*

Moved by James Crossman. Seconded by Tina Faiz.

CARRIED

6c) Governance and Nomination Committee Report.

Governance and Nomination Committee Chair, James Crossman, referenced the report shared in the meeting package and provided the Board with an overview of the committee's September activities. He noted that the Board Evaluation would be shared after the Board Meeting with a completion date of October 15, 2020.

MOTION: That the Board accept the revision of section 2.8 Meetings in the Trustee Handbook.

Moved by James Crossman. Seconded by Janet Hancock.

CARRIED

MOTION: That the Board receive the September 4, 2020 Governance and Nomination Committee Report as information.

Moved by James Crossman. Seconded by Aaida Peerani.

CARRIED

6d) HR& CEO Performance Management Committee Report

Committee Chair, Sandra Marin provided the Board with an overview of the August 31, 2020 meeting.

MOTION: That the Board approve the CEO Performance Management Framework Guidelines Policy B-2019 as shared.

Moved by Sandra Marin. Seconded by Tina Faiz.

CARRIED

MOTION: That the Board receive the August 31, 2020 HR & CEO Performance Management Committee Report as information.

Moved by Sandra Marin. Seconded by Kenna Houncaren.

CARRIED

7. CONSENT ITEMS

Dr. Snart took a moment to congratulate Pilar Martinez on her leadership on the Milner Project. The Board echoed their support of Pilar's visionary work and commended her on the incredible accomplishment of a capital project of this scale.

Ms. Martinez thanked the Board for their unwavering support and gave her thanks to the staff of EPL, in particular the Executive Team, for all of their hard work and dedication over the course of the project.

MOTION: That the Board accept all consent items as information.
Moved by Aaida Peerani. Seconded by Rosalie Russnak.

CARRIED

8. NEW INQUIRIES

There were no new inquiries.

9. ADJOURNMENT

The meeting adjourned at 7:36 p.m.