

EDMONTON PUBLIC LIBRARY BOARD

Tuesday, November 20, 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

Tina Thomas, Executive Director, Customer Experience

Anna Alfonso, Director, Marketing, Communications & Fund Development

Sharon Day, Director, Branch Services & Collections

Jennifer Cannon, Director, Financial Services

Chrissy Hodgins, Director, Branch Services & Community Engagement

Guests: Dr. Toni Samek

Claire Kelly

Dr. James Turk

Recording Secretary: Lisette Lalchan

1. CALL TO ORDER

Board Chair, Dr. Fern Snart, called the meeting to order at 5:05 p.m.

2. ADOPTION OF AGENDA

MOTION: That the Board adopt the agenda as circulated.
Moved by Janet Hancock. Seconded by Rosalie Russnak.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest were identified.

4. ADOPTION OF MINUTES

MOTION: That the Board approve the September 15, 2020 meeting minutes.
Moved by Kenna Houncaren. Seconded by Aaida Peerani.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

6. NEW BUSINESS

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

CARRIED

- 6a) Q3 Financial Results and Budget 2021
- 6b) Meeting Room Policy B-2006 Background

MOTION: That the Board move the meeting *OUT OF CAMERA*.
Moved by Kenna Houncaren. Seconded by Tina Faiz.

CARRIED

MOTION: That EPL accept a one-time City of Edmonton funding adjustment of \$3.2M for 2020.
Moved by Kenna Houncaren. Seconded by Sandra Marin.

CARRIED

MOTION: That the Financial Results for the period ending September 30, 2020 be approved.
Moved by Kenna Houncaren. Seconded by James Crossman.

CARRIED

MOTION: That the Board approve a 2% operating budget reduction for 2021 on an ongoing basis.
Moved by Kenna Houncaren. Seconded by Rosalie Russnak.

CARRIED

6c) Public Presentations

Presentations in favour:
Toni Samek

Alvin Schrader

Presentation in opposition:
Claire Kelley

6d) Governance & Nomination Committee Report

Committee Chair, James Crossman, provided the Board with an overview of the committees' activities to-date.

MOTION: That the Board approve the Meeting Rooms Policy B-2006.
Moved by James Crossman. Seconded by Janet Hancock.

CARRIED

MOTION: That the Board approve the Public Internet Access Policy B-2010.
Moved by James Crossman. Seconded by Aaida Peerani.

CARRIED

MOTION: That the Board approve the Temporary Planned Service Point Development Policy B-2026.
Moved by James Crossman. Seconded by Sandra Marin.

CARRIED

MOTION: That the Board approve the Library Service Point Development Policy B-2002.
Moved by James Crossman. Seconded by Rosalie Russnak.

CARRIED

MOTION: That the Board approve the Participation in Board Meetings Via Remote Communications Means Policy B-2023.
Moved by James Crossman. Seconded by Andrew Knack.

CARRIED

MOTION: That the Board approve the revised Board Recruitment Profile.
Moved by James Crossman. Seconded by Sandra Marin.

CARRIED

MOTION: That the Board receive the October 27, 2020 Governance and Nomination Committee Report as information.
Moved by James Crossman. Seconded by Aaida Peerani.

CARRIED

6e) Finance & Audit Committee Meeting Report

Committee Chair, Kenna Houncaren, provided the Board with an update from the committee's meeting and package as shared.

MOTION: That the Board approve the Gift Acceptance Policy B-2013.
Moved by Kenna Houncaren. Seconded by James Crossman.

CARRIED

MOTION: That the "Unrestricted Reserve" be renamed the "Financial Stabilization Reserve" and be approved by the Board.
Moved by Kenna Houncaren. Seconded by Chad Schulz.

CARRIED

MOTION: That the Board approve the Financial Reserve Policy B-2032.
Moved by Kenna Houncaren. Seconded by Rosalie Russnak.

CARRIED

MOTION: That the Board receive the Enterprise Risk Management Report as information.
Moved by Kenna Houncaren. Seconded by James Crossman.

CARRIED

MOTION: That the Board receive the November 5, 2020 Finance and Audit Committee Meeting Report as information.
Moved by Kenna Houncaren. Seconded by Aaida Peerani.

CARRIED

6f) Q3 Fund Development Report

Anna Alfonso, Director, Marketing, Communications & Fund Development presented the Board with the Q3 Fund Development update.

6g) 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 receive the October 20, 2020 HR & CEO Performance Management Committee Report as information.
Moved by Sandra Marin. Seconded by Kenna Houncaren.

CARRIED

7. CONSENT ITEMS

Dr. Snart expressed her thanks to Pilar for her report and the tremendous value it brings to trustees. She also thanked Sandra Marin for her support of the ALTA Board. She noted Sandra has gone above and beyond the usual scope of the Board Representative role.

MOTION: That the Board accept all consent items as information.
Moved by Tina Faiz. Seconded by James Crossman.

CARRIED

8. NEW INQUIRIES

There were no new inquiries.

9. ADJOURNMENT

The meeting adjourned at 7:14 p.m.