
EDMONTON PUBLIC LIBRARY BOARD

Tuesday, May 9, 2023

Milner Library, Trustees Meeting Room

ATTENDANCE:

Board: Kenna Houncaren

Rosalie Russnak

Mansur Bitar

Rebecca Bock-Freeman

James Crossman

Tina Faiz

Sandra Marin

Councillor Karen Principe

Chad Schulz

Shawna Vogel

Staff: Pilar Martinez, Chief Executive Officer

Corrina Chetley-Irwin, Executive Director, Employee Experience

Sharon Day, Executive Director, Customer Experience

Cody Tomanek, Chief Financial Officer

Tania Way, Executive Director, Service Design

Guests: Dr. Emily Knox, presenter

Recording Secretary: Lisette Lalchan

1. CALL TO ORDER/CHAIR WELCOME, LAND ACKNOWLEDGEMENT

Board Chair, Kenna Houncaren, called the meeting to order at 5:25 p.m. with a Land Acknowledgement. She also highlighted the work EPL does to facilitate reconciliation and relationship building with Indigenous communities, with Voices of the Land as an example. She encouraged Trustees to visit the website and explore stories that have been shared.

Kenna then welcomed new trustees, Mansur Bitar, Rebecca Bock-Freeman and Shawna Vogel and members of the public, Patrick Foss and Lori Jeffery-Heaney.

2. PRESENTATION

2a) EPL Leader in Residence, Dr. Emily Knox

Kenna introduced EPL's Leader-in-Residence, Dr. Emily Knox and her guest, Aaron Wilson. Dr. Knox is an Associate Professor in the School of Information Sciences at the University of Illinois at Urbana-Champaign whose research interests include information access, intellectual freedom and censorship, information ethics, information policy, and the intersection of print culture and reading practices.

Dr. Knox's presentation was very well received by the trustees, who expressed their gratitude to Pilar and EPL for arranging such an enlightening and thought-provoking presentation.

Dr. Emily Knox and Aaron Wilson left the meeting at 6:03 p.m.

3. ADOPTION OF AGENDA

MOTION: That the Board accept the agenda as circulated.

Moved by Rosalie Russnak. Seconded by Tina Faiz.

CARRIED

4. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest identified.

5. ADOPTION OF MINUTES

MOTION: That the Board approve the March 21, 2023 meeting minutes.

Moved by James Crossman. Seconded by Councillor Principe.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

7. CONSENT ITEMS

- 7a) CEO Report & KPIs
- 7b) Chair's Report
- 7c) EPL 2022 Annual Report
- 7d) Committee and Chair Appointments
- 7e) ALTA Report

Pilar provided an overview of her CEO report, highlighting some key discussions from the CULC Meeting she attended in early May in Toronto. She heard a fascinating talk on Conviviality & Co-Existence, featuring, Tommi Laitio, Bloomberg Public Innovation Fellow, Bloomberg Center for Public Innovation at Johns Hopkins University (Baltimore). EPL is hoping to bring Mr. Laitio in as a speaker in the fall when he comes to Calgary Public Library.

Pilar shared the 2022 Annual Report with trustees and thanked the Marketing and Communications Team for their incredible work on the document.

Kenna shared the committee and chair appointments for the upcoming year and thanked trustees for their responsiveness and willingness to participate in committees. They discussed two external boards that need EPL representation: the Alberta Library Trustees Association (ALTA) and the Friends of EPL Board (FEPL). Sandra provided trustees with background and context on the role of the ALTA board and its activities. She indicated a willingness to continue on this board if there was no interest expressed by other trustees.

Kenna requested that trustees who were interested in either role to contact her. Membership on the ALTA and FEPL boards will be formalized at the June Board Meeting.

2023/2024 Committee Membership will be as follows:

Finance & Audit Committee:

- Rosalie Russnak (Chair)
- Councillor Principe
- Mansur Bitar
- Kenna Houncaren (Ex-Officio)

Governance & Nomination Committee:

- Sandra Marin (Chair)
- Tina Faiz
- Shawna Vogel
- Kenna Houncaren (Ex-Officio)

HR & CEO Performance Management Committee:

- Chad Schulz (Chair)
- Rebecca Bock-Freeman
- James Crossman
- Kenna Houncaren (Ex-Officio)

MOTION: That the Board approve Committee and Chair Appointments.
Moved by Sandra Marin. Seconded by Rosalie Russnak.

CARRIED

MOTION: That the Board receive all consent items as information.
Moved by Kenna Houncaren. Seconded by Chad Schulz.

CARRIED

8. NEW BUSINESS

8a) Finance and Audit Committee Report

Committee Chair, Rosalie Russnak provided the Board with an overview of the March activities, noting less detailed results would be presented at the Board meeting. However,

the full Finance and Audit committee meeting report continues to be provided in the Board meeting materials and any questions can be directed to Cody and Pilar.

Rosalie Russnak expressed her thanks to Cody on recent enhancements to the financial reporting. She also gave Cody and team her kudos on being awarded the Canadian Award for Financial Reporting for the fiscal year ending December 31, 2022. This is the seventh year in a row EPL has received this award.

MOTION: That the EPL Financial Results for the period ending March 31, 2023 be received as information.

Moved by Chad Schulz. Seconded by Tina Faiz.

CARRIED

MOTION: That the Board receive the May 3, 2023, Finance and Audit Report as information.

Moved by Rosalie Russnak. Seconded by Councillor Principe.

CARRIED

8b) Governance and Nomination Committee Report – March 28

Committee Chair, James Crossman provided an overview of committee activities. An incorrect version of the Skills Matrix was shared in the meeting package therefore this item will be deferred to the June 21 Board Meeting.

MOTION: That the Board accept the revised Terms of Reference for Finance and Audit, Governance and Nomination, and the HR and CEO Performance Management Committees.

Moved by James Crossman. Seconded by Tina Faiz.

CARRIED

MOTION: That the Board approve the revised Trustee Orientation Plan.

Moved by Rosalie Russnak. Seconded by Chad Schulz.

CARRIED

MOTION: That the Board receive the March 28, 2023 Governance and Nomination Committee Report as information.

Moved by James Crossman. Seconded by Kenna Houncaren.

CARRIED

8c) Governance and Nomination Committee Report – April 26

Committee Chair, James Crossman noted that the two policies brought forward were very timely considering Dr. Knox's presentation. He thanked Pilar for her work in updating and strengthening these policies.

MOTION: That the Board approve the Collection Development Policy B-2003 as amended.

Moved by Kenna Houncaren. Seconded by Councillor Principe.

CARRIED

MOTION: That the Board approve the Intellectual Freedom Policy B-2012 as amended.
Moved by James Crossman. Seconded by Sandra Marin.

CARRIED

MOTION: That the Board approve the April 25, 2023 Governance and Nomination Committee Meeting Report as information.
Moved by James Crossman. Seconded by Kenna Houncaren.

CARRIED

9. ELECTION

Governance and Nomination Committee Chair, James Crossman, indicated that one nomination for Chair was put forward – Kenna Houncaren. James called for nominations from the floor. As there were no further nominations, Kenna Houncaren was acclaimed EPL Board Chair for the 2023-2024 term.

James indicated that one name was put forward for the Vice-Chair position – Rosalie Russnak. James called for nominations from the floor. As there were no further nominations, Rosalie Russnak was acclaimed Vice-Chair for the 2023-2024 term.

10. NEW INQUIRIES

There were no new inquiries.

11. ADJOURNMENT

The meeting adjourned at 6:42 p.m.