

---

**EDMONTON PUBLIC LIBRARY BOARD**

Tuesday, September 10, 2024

Milner Library, Trustees Boardroom

---

**ATTENDANCE:**

**Board:** James Crossman  
Rosalie Russnak (virtual)  
Mansur Bitar  
Rebecca Bock-Freeman  
Tina Faiz (virtual)  
Sandra Marin  
Councillor Karen Principe  
Chad Schulz  
Shawna Vogel

**Regrets:** Mark Hoosein

**Staff:** Pilar Martinez, Chief Executive Officer  
Corrina Chetley-Irwin, Executive Director, Employee Experience  
Sharon Day, Executive Director, Customer Experience  
Cody Tomanek, Chief Financial Officer  
Vicky Varga, Executive Director, Collections, Marketing & Technology

**Recording Secretary:** Lisette Lalchan

---

**1. CALL TO ORDER/CHAIR WELCOME & LAND ACKNOWLEDGEMENT**

James Crossman, EPL Board Chair, called the meeting to order at 5:36 p.m. with a Land Acknowledgement. He then referenced the EPL Trustee Charter, highlighting the principle of curiosity. He encouraged members to remain mindful of this principle throughout the meeting.

**2. PRESENTATION**

Vicky Varga provided a presentation on digital content and access issues in public libraries. She discussed physical and digital circulation at EPL, highlighting licensing challenges related to costs, as well as current advocacy efforts to address these issues. The Board proposed other advocacy ideas and Vicky and Pilar responded to questions.

**3. ADOPTION OF AGENDA**

**MOTION:** That the Board accept the agenda as circulated.

Moved by Rebecca Bock-Freeman. Seconded by Mansur Bitar.

**CARRIED**

**4. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest identified.

**5. ADOPTION OF MINUTES**

**MOTION:** That the Board approve the June 11, 2024 meeting minutes.

Moved by Sandra Marin. Seconded by Rebecca Bock-Freeman.

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**

**7. CONSENT ITEMS**

7a) Chair's Report

7b) CEO Report, KPIs & Fund Development Update

7c) Friends of EPL Report

Pilar shared highlights of her CEO Report including the Elder in Residence program, the dedication luncheon to celebrate long serving staff, the recent ULC Board visit to EPL and an update on the Early Learning and Care Centre at Milner. She then addressed comments and questions from Trustees.

Chad provided highlights from his Friends of EPL report. The Friends' role in advocacy was highlighted as significant.

**MOTION:** That all consent items be received as information.

Moved by Chad Schulz. Seconded by Tina Faiz.

**CARRIED**

**8. NEW BUSINESS**

8a) 2024 Half Year Strategic & Business Plan Report (P. Martinez)

Pilar reviewed the January to June 2024 status and accomplishments of EPL's strategic goals and significant projects.

8b) Finance & Audit Committee Report

Committee Chair, Mansur Bitar, provided a brief overview of the committee's

September meeting. He then requested that Cody present the Q2 Financial Results and EPL's Proposed 2025 Operating Budget. Cody and Pilar responded to questions from Trustees.

*Rosalie Russnak left the meeting at 7:02 p.m.*

**MOTION:** That the Financial Results for the period ending June 30, 2024 be received as information.

Moved by Rebecca Bock-Freeman. Seconded by Shawna Vogel.

**CARRIED**

**MOTION:** That the Board approve \$37,000 in restricted reserves that was allocated to the “CSU 52 Collective Agreement Lump Sum Payments” be moved back to the unallocated restricted reserves.

Moved by Sandra Marin. Seconded by Chad Schulz.

**CARRIED**

**MOTION:** That the 2025 EPL Proposed Operating Budget be approved.

Moved by Rebecca Bock-Freeman. Seconded by Tina Faiz.

**CARRIED**

**MOTION:** That the Board receive the September 3, 2024, Finance and Audit Committee Meeting Report as information.

Moved by Mansur Bitar. Seconded by Chad Schulz.

**CARRIED**

#### 8b) Governance and Nomination Committee Report

Committee Chair, Rebecca Bock-Freeman, reviewed the highlights of the August meeting, providing background details on the Learning Plan and the results of the skills matrix.

### 9. NEW INQUIRIES

There were no new inquiries.

### 10. ADJOURNMENT

The meeting adjourned at 7:37 pm.