

# MINUTES

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## EDMONTON PUBLIC LIBRARY BOARD

Tuesday, April 26, 2016 5:00 p.m.  
Stanley A. Milner Library  
(3<sup>rd</sup> Floor Boardroom)

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### ATTENDANCE:

**Board:** Mrs. Ellen Calabrese-Amrhein, Chair  
Mr. Brian Heidecker  
Mr. Jay Ball  
Ms. Miranda Jimmy  
Dr. Sherrill Johnson  
Mr. Nazir Mulji  
Mr. Jeff Reynolds  
Cllr Ben Henderson  
Ms. Jill Scheyk  
Dr. Fern Snart

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

**Guests:** Zainul Mawji  
Jennifer Huntley

**Regrets:** None

**Recording Secretary:** Ms. Caroline Shield

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### 1. CALL TO ORDER / PRESENTATION

Chair Ellen Calabrese-Amrhein called the meeting to order at 5:05 p.m.

### 2. ADOPTION OF AGENDA

Moved by Jeff Reynolds. Seconded by Sherrill Johnson.

That the agenda be approved with the following amendments:  
Item 8) Election of Chair and Vice-Chair be moved to 4) to allow Ellen Calabrese-Amrhein to leave the meeting directly after the election due to illness. Subsequent items would therefore be renumbered sequentially.

**CARRIED**

### **3. IN CAMERA**

Moved by Nazir Mulji. Seconded by Sherrill Johnson.

That the meeting move *in camera* to discuss:

3a) CEO Performance Evaluation and Compensation. Feedback from Pilar Martinez was provided for the Board's information.

**CARRIED**

The meeting moved *in camera* at 5:06 p.m.

Moved by Jill Scheyk. Seconded by Nazir Mulji.

That the HR & CEO Performance Management Committee re-vamp the CEO Evaluation tool.

**CARRIED**

Moved by Jill Scheyk. Seconded by Nazir Mulji.

That the meeting move out of camera.

**CARRIED**

The meeting moved out of camera at 5:17 p.m.

Visitor: Jennifer Huntley; Executive Team Members: Gastone Monai, Mike Lewis, Tina Thomas and Linda Garvin; and Recording Secretary: Caroline Shield joined the meeting at 5:17 p.m.

### **4. ELECTION OF CHAIR AND VICE-CHAIR**

Ellen Calabrese-Amrhein called for any nominations from the floor three times. As there were no further nominations, the election process proceeded as per the nominations submitted to the Governance and Nomination Committee as follows:

Board Chair: Brian Heidecker and Miranda Jimmy.

Vice-Chair: Miranda Jimmy and Nazir Mulji

Each nominee gave a short presentation regarding their background, strengths and interests. Ballots were completed and counted and the ballot papers were provided to the Chair so that they could be destroyed.

Brian Heidecker was voted Chair, and Nazir Mulji was voted Vice-Chair, of the Edmonton Public Library Board for the 2016-2017 term.

### **5. ADOPTION OF MINUTES**

Moved by Nazir Mulji, Seconded by Fern Snart.

That the minutes of the March 8, 2016 Board meeting be approved.

**CARRIED**

## 6. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

## 7. NEW BUSINESS

### 7a) Advocacy

Tina Thomas referred to the Advocacy Report that was approved at the December 1, 2015 Board meeting and reminded trustees that they had agreed to host a lunch and learn session. Caroline Shield agreed to contact trustees to establish dates.

### 7b) Governance and Nomination Committee – March 17, 2016

Committee Chair, Jeff Reynolds stated there was no further information to share from this meeting as it had already been shared under 4, Election of Chair and Vice-Chair.

Moved by Nazir Mulji. Seconded by Jay Ball.

That the March 17, 2016, Governance and Nomination Committee Report be received as information.

**CARRIED**

### 7c) Governance and Nomination Committee – April 21, 2016

#### (i) Trustee Orientation Outline

Committee Chair, Jeff Reynolds referred to the revised Trustee Orientation Outline included in the Board package. Fern Snart asked if there were many changes compared to the schedule used in previous years and it was explained that there is more detail and more time allotted to Board /Governance background. It was agreed that all trustees will have the opportunity to attend if they need a refresher.

Moved by Jay Ball. Seconded by Nazir Mulji.

That the Board approved the Trustee Orientation Outline.

**CARRIED**

Zainul Mawji joined the meeting at 5:24 p.m.

Ellen Calabrese-Amrhein welcomed newly appointed trustees Zainul Mulji and Jennifer Huntley to the meeting and acknowledged that their role was for observation purposes as their term does not commence until May 1, 2016.

Ellen Calabrese-Amrhein left the meeting at 5:47 p.m. and the role of Chair was passed to Vice-Chair: Jeff Reynolds.

Committee Chair: Jeff Reynolds referred to the policies included in the Board package under agenda items, re-numbered as 7c (i) – (iii), following the change in the order of agenda items and as there were no further amendments recommended that they be approved as amended.

Moved by Jeff Reynolds. Seconded by Jill Scheyk.  
That the Board policy, Electronic Voting, B-2023 be approved as amended.

**CARRIED**

Moved by Jeff Reynolds. Seconded by Sherrill Johnson.  
That the Board policy, Conflict of Interest, B-2004 be approved as amended.

**CARRIED**

Moved by Jay Ball. Seconded by Fern Snart.  
That the Board policy, Meetings in Absence of the Public, B-2025 be approved as amended.

**CARRIED**

Moved by Jay Ball. Seconded by Nazir Mulji.  
That the April 21, 2016 Governance and Nomination Committee Report be received as information.

**CARRIED**

7d) Intellectual Freedom Policy, B-2012

Pilar Martinez referred to the policy included in the Board package and indicated that it reflects the wording from the Canadian Library Association on Intellectual Freedom. Miranda Jimmy queried the review period of five years and Pilar Martinez confirmed that, if needed, it would be brought forward to the Board before that time.

Moved by Nazir Mulji. Seconded by Jay Ball.  
That the Board policy, Intellectual Freedom, B-2012 be approved as amended.

**CARRIED**

## **8. CONSENT ITEMS**

- 8a) Chair's Report
- 8b) Friends of EPL Report
- 8c) ALTA Report
- 8d) Annual Report – Beyond our Walls
- 8e) Quarter 1 Fund Development Report

Moved by Nazir Mulji. Seconded by Jay Ball.  
That all Consent items be received as information.

**CARRIED**

**9. NEW INQUIRIES**

Brian Heidecker informed trustees that he would be contacting them to ascertain which committee they would like to serve on for the 2016-2017 term.

**10. ADJOURNMENT**

The meeting adjourned at 5:59 p.m.