

MINUTES

EDMONTON PUBLIC LIBRARY BOARD

Tuesday, January 15, 2013, 5:30 p.m.

Stanley A. Milner Library
3rd Floor Boardroom

ATTENDANCE:

Board: Mrs. Ellen Calabrese-Amrhein, Chair

Mr. Jay Ball

Mrs. Kate Freeman (via teleconference)

Councillor Don Iveson

Ms. Miranda Jimmy

Dr. Sherrill Johnson

Mr. John J. McDonald III, Vice-Chair

Mr. Nazir Mulji

Mr. Jeff Reynolds

Staff: Ms. Linda Cook, Chief Executive Officer

Ms. Joanne Griener, Executive Director, Management Services

Ms. Pilar Martinez, Executive Director, Public Services

Mr. Gastone Monai, Chief Financial Officer

Regrets Mr. Michael Janz

Recording Secretary: Ms. Therese McAuley

1. CALL TO ORDER/INTRODUCTIONS

Chair Ellen Calabrese-Amrhein called the meeting to order at 5:30 p.m. and welcomed the new Trustees Jay Ball, Miranda Jimmy and Nazir Mulji. She noted that the presentation from Rebecca Jones from Dysart & Jones Associates would be dealt with later as she is flying in from Vancouver.

2. ADOPTION OF AGENDA

The following be exempted from Consent Items and moved under New Business - Statement of Operations and Capital as of November 30, 2012

Moved by John McDonald, Seconded by Jeff Reynolds.

That the agenda be approved as amended.

CARRIED

3. CORRESPONDENCE

3a) Thank you card from Past Board Chair Brent McDonough.

4. ADOPTION OF MINUTES

Moved by Don Iveson, Seconded by Sherrill Johnson.

That the minutes of the December 4, 2012 Board meeting be approved.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There were no items brought forward.

6. NEW BUSINESS

6a) 2013 Operating Budget

Linda Cook referred to the report included in the Board package and noted that EPL's 2013 Operating Budget request of \$41.3 million (\$2.1 million or 5.4% increase) was approved by City Council on December 12, 2012.

Moved by John McDonald, Seconded by Jeff Reynolds.

That the 2013 EPL Operating Budget be approved as presented.

CARRIED

6b) Board Meeting Schedule - 2013

Chair Ellen Calabrese-Amrhein referred to the report included in the Board package and noted that it is proposed that the Board meetings be held on the first Tuesday of the month with the exception of September and October where the meetings would be held on the second Tuesday. There were no concerns raised with the proposed dates.

6c) External/Internal Committees - 2013

Chair Ellen Calabrese-Amrhein referred to the report included in the Board package and noted the proposed dates for the first meetings of the Internal and External Committees. Due to a conflict, a new date will need to be scheduled for the Internal Committee meeting.

Kate Freeman was connected via teleconference at 5:40 p.m.

6d) Friends of the Library – Board Representative and Alternate

Chair Ellen Calabrese-Amrhein indicated that Kate Freeman has agreed to continue as the Board Representative for the Friends of the Library but an Alternate was required. Kate Freeman noted that the Friends meet every two months and Ellen Calabrese-Amrhein gave a brief overview on the group. Linda Cook indicated that they fund different projects from the money raised through the book sales and the casino. The Friends are paying the author fee for the Centennial Book. Jay Ball volunteered to be the Alternate for 2013.

Ellen Calabrese-Amrhein reminded everyone that the Friends Annual General Meeting is on February 13 and the guest speaker will be Todd Babiak, the author of EPL's Centennial Book.

6e) Alberta Library Trustees Association (ALTA) Report

Sherrill Johnson referred to the report included in the Board package and indicated that she would like to receive direction from the Board on a couple of items. In addition, an Alternate Board representative was required for the period of January to April 30, 2013.

Sherrill Johnson indicated that with respect to the situation concerning the Alberta Library Conference (ALC) ALTA is still waiting to hear back from the Library Association of Alberta (LAA) about their request to meet so that the two groups can try to resolve the issues. Linda Cook noted that the 50/50 split of the sessions and profit has been a long standing issue as more than half of the attendees are LAA members and they also end up organizing the majority of sessions.

Don Iveson suggested that it would be beneficial if ALTA determined what they can realistically deliver and have this be part of their discussion with LAA. It was suggested that Sherrill Johnson speak to the Calgary Public Library (CPL) Trustee ALTA representative and Linda Cook contact the CEO to find out their viewpoints on this situation as it would be beneficial if EPL and CPL were conveying the same message.

Sherrill Johnson confirmed that it was not an official request by the ALTA Board that a letter of support be provided. The Board agreed that at the next ALTA meeting Sherrill Johnson convey that the EPL Board would like to see the continuation of this type of high quality conference which provides rich learning experiences for LAA and ALTA members and that the EPL Board sees this conference as a valuable networking opportunity.

Sherrill Johnson indicated that the ALTA Board has some available funds and they are asking for suggestions on ways to use this money and would like to have ideas prior to the AGM. She noted that ALTA has discussed developing some face-to-face training to augment the on-line training or conducting a membership survey. John McDonald indicated that it is difficult to identify what is missing when there isn't a full understanding of what they provide. It was generally agreed that a membership survey would be beneficial.

Ellen Calabrese-Amrhein indicated that an Alternate is required until the end of April. Sherrill Johnson indicated that meetings are held every two months by video conference. Miranda Jimmy volunteered to be the Alternate.

6f) In-Camera Discussion

Chair Ellen Calabrese-Amrhein referred to the report included in the Board package and John McDonald indicated that he asked for this topic to be brought to the Board. The ability for Boards to hold in-camera sessions to discuss Board related issues was one of the many things identified as a best practice in the program he recently completed. The intent would be to provide Trustees with the opportunity to have Board-only related discussions. As Trustees do not have the opportunity to meet as a group outside of regular Board meetings, there have been occasions where 2-3 person “parking lot” discussions have taken place. The In-Camera discussions would help eliminate these parking lot discussions.

Nazir Mulji expressed concern with this discussion being referred to as In-Camera as only specific items can be discussed under this heading and typically Executive is included unless the topic pertains to the CEO’s performance. Kate Freeman indicated that having a Directors only in-camera meeting is fairly standard with corporate boards. Having the ability for the whole Board to have an open discussion would be better than the 2-3 person parking lot meetings. Sherrill Johnson noted that Ken Haycock at his presentation at the Alberta Library Conference did mention this type of meeting as a best practice for libraries.

Don Iveson noted that both City Council and the Library Board fall under the Freedom for Information and Privacy Act (FOIP) which clearly defines what can be discussed in-camera and he would not be comfortable with these discussions being labeled in that manner. If these discussions are held without Executive, all parties would need to have a clear understanding of the objective and the parameters. He also noted that this seemed at odds with the Working Relationship Agreement (WRA). In response to Nazir Mulji’s question as to why Executive would not be a part of these discussions, Ellen Calabrese-Amrhein indicated that it would give Trustees the opportunity to discuss Board-only related issues (i.e. dynamics of the Board – strengths/weaknesses). John McDonald does not feel that these meetings would be threatening to the WRA as the Chair would be responsible to bring any relevant issues/feedback to the CEO.

Linda Cook noted that it is surprising to the Executive that this type of meeting is wanted. She indicated that the Board could structure these discussions as Committee of the Whole meetings which allows the Board to decide on the topic, attendance and reporting. John McDonald indicated that he would follow up with Ken Haycock on how these types of meetings are structured for libraries. John McDonald noted that it has been mentioned a number of times that Trustees struggle to see where they add value and to understand their role and he sees this as providing the venue for the Board to have these types of discussions.

It was agreed that before the Board could make a decision it needs to be clarified exactly how these discussions would be structured and what types of topics would be discussed.

Moved by Don Iveson, Seconded by John McDonald.

That the Internal Committee investigate this further and bring back recommendations to the Board on the purpose and structure for these discussions.

CARRIED

6g) Year-In-Review Presentation

Due to technical difficulties the video could not be shown so it was deferred to the February meeting.

6h) Statement of Operations and Capital – November 30, 2012

Don Iveson expressed his concern over the fact that EPL has been approved to receive one-time funding for the Centennial Celebrations but is showing a surplus for 2012. Gastone Monai indicated that a strategy has been developed for use of the surplus and it will be presented at the February Board meeting.

Rebecca Jones joined the meeting at 7 p.m.

1b) 2014-2016 Strategic Plan Planning Process

Rebecca Jones thanked the Board for the opportunity to speak to them about the process for the development of the 2014-2016 Strategic Plan. She gave an overview of the process that will be followed and spoke about the two sessions scheduled for March and indicated that, on a weekly basis, she will be sending material for the Board to read and view in preparation for these sessions.

7. CONSENT ITEMS

7a) 2013 Library Conferences – Trustee Attendance

Moved by Don Iveson, Seconded by Jay Ball.

That the Consent Items 7a) be received as information.

CARRIED

8. NEW INQUIRIES

Chair Ellen Calabrese-Amrhein, on behalf of the Board, congratulated Joanne Griener on her retirement and thanked her for all her dedication to EPL and her support to the Board.

9. ADJOURNMENT

The meeting adjourned at 7:40 p.m.