

WESTERN COUNTIES REGIONAL LIBRARY

BOARD MEETING

June 20, 2019

The regular quarterly meeting of the Western Counties Regional Library Board was held on Thursday, June 20, 2019 in the Board Room of the Izaak Walton Killam Memorial Library.

Present were:

Warden Danny Muise, Municipality of Argyle
Councillor Shaun Hatfield, Municipality of Barrington
Councillor Doris Townsend, Municipality of Shelburne
Councillor Patti Durkee, Municipality of Yarmouth
Deputy Mayor Jean Brittain, Town of Digby
Councillor Kent Balish, Town of Lockeport
Councillor Nolan Young, Town of Shelburne
Deputy Mayor Phil Mooney, Town of Yarmouth
William Shrank, Admiral Digby Library & Historical Society
Bernie Nickerson, Shelburne Library Building Association
Elizabeth Arenburg, Yarmouth Public Library & Museum
Pamela Maher, Province of Nova Scotia
Darryl Wiseman, Province of Nova Scotia
Erin Comeau, Secretary-Treasurer

Regrets were received from Jimmy MacAlpine and Carl Deveau.

Absent was Louann Link.

1. CALL TO ORDER

The Vice-Chair Shaun Hatfield called the meeting to order at 1:10 p.m.

2. ADOPTION OF AGENDA

The Vice-Chair indicated that he would like to add two agenda items: 7a. Report of Negotiations Committee and 10.4 In Camera Session. It was moved by Nolan Young and seconded by Phil Mooney:

“THAT the agenda be approved with the two additions.

MOTION CARRIED

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were circulated. It was moved by Patti Durkee and seconded by Darryl Wiseman:

“THAT the minutes of the February 28, 2019 Board Meeting be approved as circulated.

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 Amendment to By-Laws – Board Committee Structure

Erin indicated that an email was sent to all board members on May 30, 2019 regarding proposed amendments to the WCRL By-Laws on Board Committee Structure. The Finance and Audit Committees would be combined to form a new committee entitled Audit, Risk and Finance Committee. It was moved by Nolan Young and seconded by Kent Balish:

“THAT the Finance and Audit Committees be combined to form a new Audit, Risk and Finance Committee.”

MOTION CARRIED

5. CHAIR’S REPORT

In the absence of the Chair, no Chair’s Report was presented.

6. DIRECTOR’S REPORT

The Director’s Report was circulated on May 30, 2019. Since then, Erin announced that there has been one management staff who has retired and one management staff who has resigned. While new job descriptions are being re-written, all branches are being managed by herself and the Deputy Director

7. REPORT OF THE AUDIT COMMITTEE

Phil Mooney, Chair of the Audit Committee, reported that the Audit Committee met on April 11 with the Auditor to discuss pre-engagement considerations and to conduct the Fraud Interview with the Committee. A second Audit Committee meeting was held on June 6 to review the draft Audited Financial Statements of the WCRL and of the Charitable Association.

7a. REPORT OF THE NEGOTIATIONS COMMITTEE

Jean Brittain, Chair of the Negotiations Committee, reported that the Negotiations Committee met on June 7 with CUPE members to deal specifically with the pension plan. A Memorandum of Agreement has been drafted and after discussion, it was agreed that this MOU be signed while CUPE and WCRL ratify the agreement.

At this point, Doris Townsend joined the meeting.

8. REPORT OF THE FINANCE COMMITTEE

Darryl Wiseman, Chair of the Finance Committee, reported that the Finance Committee met on May 23, 2019 to discuss Service Awards, Summary of Investments and the 2019-2020 Proposed Budget.

8.1 2019-2020 Proposed Budget

The 2019-2020 Proposed Budget was circulated. It was moved by Darryl Wiseman and seconded by William Schrank:

“THAT the 2019-2020 Proposed Budget be accepted as presented.”

MOTION CARRIED

It was moved by Darryl Wiseman and seconded by William Schrank:

“THAT any additional government funding not subject to any restrictions set by provincial government be allocated to salaries, wages and benefits.”

MOTION CARRIED

9. FINANCIAL STATEMENT

The April 31, 2019 Financial Statement was circulated. It was moved by Phil Mooney and seconded by Darryl Wiseman:

“THAT the Board approve the April 30, 2019 Financial Statement as presented.”

MOTION CARRIED

10. NEW BUSINESS

10.1 LBANS Representative

Erin reported that Board Chair Jimmy MacAlpine has been the WCRL Representative on LBANS for quite a number of years, and is presently serving as President of LBANS until the NSLA/LBANS Conference in October. He would like another board member to take over as the WCRL representative on LBANS.

10.2 NSLA/LBANS Conference

A list of the workshops being offered at the October 18-20, 2019 NSLA/LBANS Conference was circulated. Any board member wishing to attend can log in at www.nsla.ns.ca to see the full brochure, and to register for part of the conference or the full conference.

10.3 FOL Policy Update

A revised Friends of the Library Policy was circulated. After discussion, it was moved by Phil Mooney and seconded by Kent Balish:

“THAT the revision made to the current Friends of the Library policy be accepted.”

MOTION CARRIED

10.4 In Camera Session

At 2:05 p.m., Erin Comeau and Yvonne LeBlanc left the meeting.

At 3:00 p.m., Erin Comeau and Yvonne LeBlanc rejoined the meeting.

It was moved by Kent Balish and seconded by Nolan Young:

“THAT at the September Board meeting, an ad-hoc committee be struck to review and make recommendations concerning matters with non-union staff grievances and complaints.”

MOTION CARRIED

At this point, Patti Durkee, Nolan Young and Phil Mooney left the meeting.

11. CORRESPONDENCE

No Correspondence

12. OTHER

No Other

13. AROUND THE TABLE

No Around the Table

14. NEXT MEETING

No meeting date was set.

15. ADJOURNMENT

On a motion from Elizabeth Arenburg and Jean Brittain, the meeting adjourned at 3:15 p.m.