

**EASTERN COUNTIES REGIONAL LIBRARY
GENERAL BOARD MEETING: THURSDAY, April 20th 2023**

PRESENT:, Clair Rankin, Cllr. Claude Poirier, Cllr. Blaine MacQuarrie, Cllr. Debbie King, Cllr. Courtney Mailman, Bill Greenlaw (via Zoom)

IN ATTENDANCE: Laura Emery, Chief Librarian/Secretary to the Board; Carlee Ryan, Employee Relations Manager

REGRETS: Cllr. Hudson MacLeod

1. Welcome – Land Acknowledgement

Clair Rankin called the meeting to order at 5:15pm

Courtney Mailman read the land acknowledgement

2. Approval of the Agenda

Motion 136: Poirier/King. Approved. That the agenda be approved with the addition of update regarding funding and vehicle purchase.

3. Minutes of the February 23, 2023 meeting

Motion 137: MacQuarrie/Mailman. Approved. That the minutes of the February 23, 2023 meeting be approved.

4. Business arising

No business arising

5. Financial Report

a) Income statement to March 31, 2023

Tabled until next meeting.

Motion 138: MacQuarrie/Poirier. Accepted. That we table the financial report until the next meeting.

b) Provincial grants update

-Bridge funding came in at \$27,800.00 and the budget has been updated to reflect that

-In the process of creating a grants reporting tool for the board

-Funds have been received for capital infrastructure (self-checks and vehicle)

-Alliance applied for grant to assist with shipping cost, we get a portion which is budgeted as

“Same Page Postage”. Same Page is also implementing limits which will help with workload and

shipping cost.

6. Personnel Committee Report

a) Sherbrooke Competition in process

b) Library Assistant: MODG- 6 month contract to provide needed coverage at Canso and Guysborough branches.

Motion 139: Poirier/King. Approved. Approved that we hire a Library Assistant-MODG on a 6 month contract.

c) Public Services Manager maternity leave replacement.

Motion 140: MacQuarrie/Mailman. Approved. Approved that we hire term Public Services Manager as recommended by personnel committee.

d) Health plan benefits proposal- Part-time staff

Proposal to cut benefits for part time staff in future due to increasing cost of providing health and dental benefits and increase in part time staff. Current part-time employees who are on the plan would be grandfathered and remain on the plan. A notification period would provide eligible employees who are currently not on the plan the opportunity to join before the end of the notice period.

Motion 141: Poirier/Mailman. Approved. That Sun Life benefits will no longer be offered to part-time staff after a notification period has been provided. Current part-time employees that are on the plan will be grandfathered and their benefits will remain in place. Eligible part-time employees not currently on the plan will be notified and provided with an opportunity to join before the end of notice period.

7. CEO report

a) Budget discussion and draft review.

Reviewed draft budget updates. Noted that the relocation costs for a new Deputy CEO should be provided to a maximum of \$5,000.

Motion 142: King/MacQuarrie. Approved. Approved that the 4% Cost of Living adjustment reflected in the budget be approved for all staff.

b) Cheticamp lease agreement- Motion 143: Poirier/Mailman. Approved. Approved that we move in-camera.

Lease was discussed- no decisions made.

Motion 144: Poirier/King. Accepted. That we move out of in-camera.

c) St. Peter's Hub project update.

-Copies of proposed design reviewed.

-Project update- expected start date for work is the fall with completion tentatively December

d) CORL funding visioning workshop- The Council of Regional Librarians (CORL) is drafting a report summarizing the work done in the two meetings about funding and the funding formula.

They will be asking Regional Library Boards to review and endorse the content of the report. It will help to inform the funding formula review process and the committee that will be struck for that purpose.

Feedback to provide- each municipal unit should have opportunity to comment on proposed formula

e) Funding thank you letter-Laura and Clair will draft letter minister and premier

f) Annual report- Pleased with overall look and content of annual report. Laura will query auditor about the books amount and see if we can present in plain language/ transparent manner.

g) Draft Program and Event Policy- tabled for next meeting

h) Draft Community Use Room Booking Policy- tabled for next meeting

i) Draft food and Beverage Policy- tabled for next meeting

8) EDI training- All employees have completed the training

9) Library Reports

10) LBANS report

LBANS in support of funding formula report and promotion to advocate for funding formula

11) Date of next Meeting- The next meeting will be held on Thursday, May 18.

12) Adjournment- Motion 145: Poirier. Approved. That the meeting be adjourned at 7:05pm.