
EDMONTON PUBLIC LIBRARY BOARD

Tuesday, March 12, 2024

Stanley A. Milner Library – Trustees Boardroom

ATTENDANCE:

Board: Kenna Houncaren
Rosalie Russnak
James Crossman
Tina Faiz (virtual)
Sandra Marin
Councillor Karen Principe
Chad Schulz (virtual)
Shawna Vogel

Regrets: Mansur Bitar
Rebecca Bock-Freeman

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 and
Technology

Recording Secretary: Lisette Lalchan

1. CALL TO ORDER/CHAIR WELCOME & LAND ACKNOWLEDGEMENT

Board Chair, Kenna Houncaren, called the meeting to order at 5:28 p.m. with a Land Acknowledgement.

2. PRESENTATION, EPL's EDI Framework

Corrina Chetley-Irwin shared EPL's Equity, Diversity and Inclusion (EDI) Framework, highlighting the research and exploration the team did to prepare. She reviewed the outline, guiding principles and components of the framework, noting that the next steps are to finalize the framework and then to build out the action plan.

Trustees expressed their appreciation for the presentation and complimented Corrina on the framework.

3. ADOPTION OF AGENDA

MOTION: That the Board accept the agenda as circulated.
Moved by Kenna Houncaren. Seconded by Sandra Marin.

CARRIED

4. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest identified.

5. ADOPTION OF MINUTES

MOTION: That the Board approve the February 20, 2024 meeting minutes.
Moved by Sandra Marin. Seconded by Shawna Vogel.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

There were no outstanding items identified.

7. CONSENT ITEMS

- 7a) Chair's Report
- 7b) CEO Report
- 7c) ALTA Report
- 7d) Fiends of EPL Report

Pilar reviewed highlights of her CEO report, noting that the TELUS World of Science pilot, which provides admission passes to low-income families, has been very successful, with customers at some locations checking out all available passes within an hour and a half of the launch.

The CULC Safety and Security Toolkit has been very well received, and a webinar hosted by the working group included over 90 member library management staff in attendance. Finally, Pilar concluded by remarking that EPL's shared rate of incidents decreased in 2023 over 2022.

MOTION: That the Board receive all consent items as information.
Moved by Kenna Houncaren. Seconded by James Crossman.

CARRIED

8. NEW BUSINESS

- 8a) Ratification of Electronic Vote – Amendment to the March 21, 2023 approved minutes

MOTION: That the March 21, 2023 approved minutes be amended to include the following motion under section 7a) "That the audited Financial Statements for the period ending December 31, 2022, be approved."

Moved by Kenna Houncaren. Seconded by Rosalie Russnak.

CARRIED

8b) Governance and Nomination Committee Report

Committee Chair, Sandra Marin provided a review of activities. She encouraged members to put their names forward or to bring forward nominations to her by April 5. There will also be a call for nominations from the floor at the May Board Meeting.

MOTION: That the Board receive the March 6, 2024 Governance and Nomination Report as information.

Moved by Sandra Marin. Seconded by Shawna Vogel.

CARRIED

8c) Finance and Audit Committee Report

Committee Chair, Rosalie Russnak provided the Board with an overview of KPMG's Audit Findings Report, in particular the new accounting standards that impacted the audit as well as the change in materiality. She shared that the practice implemented during COVID-19 of the auditors attending both the Finance and Audit Committee and the Board will be discontinued. Going forward, we will revert back to the auditors attending only the Finance and Audit Committee meeting to align with governance best practices.

Cody then presented a brief overview of the 2023 Audited Financial Statements. The Board discussed the proposed allocations to restricted reserves and Cody and Pilar responded to questions.

MOTION: That the allocation of \$5,149,880 in restricted reserves for the Riverbend Branch Relocation, Woodcroft and Idylwyld Branch Renovations, Fundraising Initiatives and Budget Carry forward for Library Materials as outlined in Attachment 3, be approved by the Board.

Moved by Councillor Principe. Seconded by James Crossman.

CARRIED

MOTION: That the City of Edmonton Library Board audited Financial Statements for the year ended December 31, 2023 as amended be approved by the Board.

Moved by Shawna Vogel. Seconded by Sandra Marin.

CARRIED

MOTION: That the Board receive the March 5, 2024 Finance and Audit Report as information.

Moved by Rosalie Russnak. Seconded by Sandra Marin.

CARRIED

9. NEW INQUIRIES

There were no new inquiries.

Councillor Principe left the meeting at 6:15.

10. IN CAMERA

MOTION: That the Board move IN CAMERA.

Moved by: Sandra Marin. Seconded by Kenna Houncaren.

CARRIED

The Board moved IN CAMERA at 6:17 p.m.

Chad Schulz joined the meeting at 6:48 p.m.

9a) Bargaining Update

Pilar Martinez, Sharon Day, Corrina Chetley-Irwin, Cody Tomanek, and Lisette Lalchan left the meeting.

9b) 2023 CEO Performance Evaluation

MOTION: That the Board move OUT OF CAMERA.

Moved by: James Crossman. Seconded by Sandra Marin.

CARRIED

The Board moved OUT OF CAMERA at 7:27 p.m.

11. ADJOURNMENT

The meeting adjourned at 7:28 p.m.