

**EASTERN COUNTIES REGIONAL LIBRARY
INFORMATION MEETING: THURSDAY, March 21, 2024**

PRESENT: Clair Rankin (Chair), Cllr. Claude Poirier, Mayor Ron Chisholm, Cllr. Janet Peitzsche, Cllr. Blaine MacQuarrie, Cllr. Courtney Mailman

IN ATTENDANCE: Laura Emery, Chief Librarian/Secretary to the Board; Patricia McCormick, Retiring Deputy CEO; Janet Ayles, Incoming Deputy CEO, Keith MacDonald, CAO, Inverness County

REGRETS: Wanda MacDonald

1. Welcome – Land Acknowledgement

Clair Rankin called the meeting to order at 5:05 p.m. and read the Land Acknowledgement. Clair welcomed Keith MacDonald, CAO for Inverness County and the new Deputy CEO Janet Ayles to the meeting.

2. Approval of the Agenda

Motion 30: Poirier/Chisholm. Approved. That the agenda be approved.

3. Minutes of the January 18, 2024 meeting

Motion 31: Chisholm/MacQuarrie. Approved. That the minutes of the January 18, 2024 meeting be approved.

Presentation by Keith MacDonald, CAO, Inverness County (listed as number 7 in the agenda)

Keith MacDonald, CAO of Inverness County presented the recommendations that came out of a review of library services in Inverness County. The recommendations are summarized in the document: "Library Services Review: Strategic Roadmap".

4. Business arising

a) LBANS Correspondence

Since the last board meeting, Laura has revised the letter of support to LBANS to include the strategic planning expected later this year. Since the last Board meeting, it has become apparent the LBANS does not have support to continue.

Motion 32: Chisholm/Poirier. Approved. That we send the letter to LBANS.

5. Financial Report

a) Summary Financial Information

b) Income Statement to January 31, 2024

c) Grants Overview

d) Bequests Summary

Laura provided an opportunity for questions on the financial report. Laura indicated that ECRL is on budget.

Motion 33: Peitzsche/Chisholm. Approved. That the financial report to January 31, 2024 be accepted.

6. Human Resources Committee Report

Laura provided the following staffing update: We hired a new staff person in Sherbrooke and a staff member resigned in Chéticamp.

Motion 34: Chisholm/Peitzsche. Approved. That we move in camera.

Motion 35. Chisholm/Poirier. Approved. That we move out of camera.

Motion 36. MacQuarrie/Chisholm. Approved. To support the position increment as presented by the HR Committee

7. (moved to between 3. And 4. In the agenda)

8. Ministerial Correspondence (Revised Draft)

Laura handed out a revised draft of a thank you letter to the Minister of Communities, Culture, and Heritage for the department's recent grants to ECRL.

Motion 37. Chisholm/Mailman. Approved. To send off the presented thank you letter to the Minister of Communities, Culture, and Heritage.

9. CEO Report

a) Draft – Operational Accessibility Plan 2024-2025

Laura is looking for ideas from the municipalities for improving accessibility in our libraries for an accessibility plan for 2024-2025.

b) Public Services Report

c) Unexpected Closure Policy

An “Unexpected Closure Policy” has been developed to clarify when we close locations.

10. 2024-2025 Budgeting Update

Laura and Carlee are gathering information for the budget and an in-depth discussion is expected in April. No increase in District of St. Mary’s contribution is anticipated. Laura will let Cllr. Mailman know if there is any change.

11. Library Reports

St. Peter’s – Waiting for electrical and mechanical drawings for the new location.

12. Date of Next Meeting – April 18, 2024

13. Adjournment

Motion 38: Mailman. Approved. That the meeting be adjourned at 6:15 pm.