



CAPE BRETON REGIONAL LIBRARY
50 FALMOUTH ST.
SYDNEY, NOVA SCOTIA
B1P 6X9

ANNUAL GENERAL MEETING

June 13, 2022

Call to Order

Welcome and Introductions

The Annual General Meeting was held on Monday, June 13, 2022, at 7:00pm at McConnell Library. Chair Eldon MacDonald called the meeting to order and extended a welcome to those in attendance.

Board Members present were: Coun. Eldon MacDonald, Coun. Darren O'Quinn, Coun. Glenn Paruch, Douglas MacLennan, and Kathy MacIntyre representing the Cape Breton Regional Municipality; Coun. Barbara Longva and Terry Murray, representing the County of Victoria; Murdoch Moore and Michelle Smith, representing the Province of Nova Scotia.

Chair MacDonald extended a special welcome to Christopher Edwards of the firm MNP & Associates Chartered Accountants. Self-introductions were made.

Minutes of the June 14, 2021, AGM meeting:

It was moved by Douglas MacLennan, seconded by Coun. O'Quinn, that the minutes of the June 14, 2021, AGM meeting be accepted as distributed. MOTION CARRIED.

Board Chair's Report:

General Operations:

The Board's Chair, Coun. MacDonald, presented a verbal report outlining the following:

- There has been an increase in library memberships over the past year.
- Although Covid has continued to affect library services, the library and its staff have stepped up to adapt.
- Covid test kit distribution began at public libraries and is ongoing.
- The library purchased a new delivery vehicle in 2021.
- The library has seen a significant increase in both retirements and hiring of new staff over the past year.
- CBRL has been rebranding, adopting a new logo.
- There have been ongoing discussions regarding services provided in Baddeck.

LBANS Membership:

The Board has decided to retain their LBANS membership.

It was moved by Coun. Longva, seconded by Michelle Smith, that the Board Chair's Report be accepted as presented. MOTION CARRIED

Regional Librarian's Report:

The Regional Librarian spoke of the library's mantras, "we're more than just books" and "everything is free", highlighting that the library has exceeded this year in providing so much more than books to its communities. It was noted that the library handed out 10,000 covid test kits from the first round provided by the provincial government and received more than 1,000 phone calls from patrons regarding test kit distribution.

The Regional Librarian presented what a typical day at the library looked like during the covid pandemic in 2021. It was mentioned that the proof of vaccination requirements came with many changes to daily operation.

It was mentioned that the CBRL has employed many new staff and has seen many retirements in the past year. Staff came together for an in-service at McConnell Library for the first time in two years on November 22, 2021.

It was moved by Terry Murray, seconded by Kathy MacIntyre, that the Regional Librarian's verbal report be accepted as presented. MOTION CARRIED

Auditors' Report 2021-2022:

Christopher Edwards, of the firm MNP & Associates Chartered Accountants, presented the **Auditors' Report 2021-2022**. The audit was conducted in-person at CBRL Headquarters. The Financial Statements have been distributed to all Board members for their review and approval.

Mr. Edwards presented the highlights of the Independent Auditors' Report and elaborated on the following audited statements: Statement of Financial Position, Statement of Operations, Statement of Changes in Net Assets, Statement of Operations and Internally Restricted Net Assets, and Statement of Cash Flows.

It was noted that there was an increase in total assets, most of which is in book and automation reserves. Significant increases in donations this year have attributed to this growth. The library was also unable to spend as much as in previous years, due to Covid.

Mr. Edwards presented that revenue and Board generated funds have both increased this year, investments are down this year due to the market, and expenses remained consistent.

The investment accounts were explained in detail to the Board. Mr. Edward noted that due to the way the accounts are set up, it is difficult to track investment flows for individual accounts. It was suggested that each reserve be held in a separate account to make it easier to track the allocation of investments. The Regional Librarian will schedule the annual meeting at the bank to discuss this option.

It was moved by Terry Murray, seconded by Murdoch Moore, that the Regional Librarian schedule a meeting with the bank to discuss the option of having an investment account allocated to each reserve account, as per the recommendation of the Auditor. MOTION CARRIED

The audit was carried out in accordance with Canadian accounting standards.

It was moved by Coun. Paruch, seconded by Douglas MacLennan, that the Board accept the **Auditors' Report 2021-2022** as presented. MOTION CARRIED.

Adjournment:

It was moved by Murdoch Moore, seconded by Coun. Longva, that the meeting be adjourned. MOTION CARRIED.

MEETING ADJOURNED

Respectfully submitted,

Lisa Mulak, Secretary
Cape Breton Regional Library Board