

REGULAR BOARD MEETING - NOTES
September 9, 2024

Members Present:

Coun. Eldon MacDonald, Coun. Steve Gillespie, Douglas MacLennan and Kathy MacIntyre representing the Cape Breton Regional Municipality: Coun. Barbara Longva, representing Victoria County.

Regrets: Coun. Glenn Paruch, and Terry Murray.

Vacant: Province of Nova Scotia Library Board Appointees (2 vacancies)

Call to Order:

Chair, Coun. Eldon MacDonald called the meeting to order at 6:15 pm.

Approval of Agenda:

It was moved by Douglas MacLennan and seconded by Coun. Steve Gillespie that the agenda be approved as presented. **MOTION CARRIED**

Minutes of the June 17, 2024 Board Meeting:

It was moved by Coun. Barbara Longva, seconded by Kathy MacIntyre, that the minutes of the June 17th Board Meeting be accepted as presented.

Election of Officers:

Coun. Steve Gillespie nominated Douglas MacLennan for the position of vice-chair. Coun. Barbara Longva seconded the nomination. With no objections presented, Douglas MacLennan was re-appointed as Vice-Chair. **MOTION CARRIED.**

Approval of Accounts and Financial Statements - May, June, and July 2024:

Due to the transition to CBRL's new bookkeeper, the Board deferred the approval of accounts to the next meeting.

Financial Committee Report:

On August 27th, the Board Executive met with Nesbitt Burns' financial advisor for the annual investment portfolio review. As of July 31st, the funds showed a 2% decline. Following the meeting, the Board Executive recommended maintaining the current portfolio, citing anticipated decreases in interest rates. In May 2021, the Board adopted the existing investment strategy based on its low-risk profile and historically stable rate of return. Furthermore, the investments can be cashed out without penalties.

Correspondence:

Coun. Glenn Paruch emailed to express his regrets for not attending this meeting and to thank everyone for the privilege of sitting on the Board for the last four years.

Regional Librarian's Report:

Lisa provided highlights from her report circulated to board members in the meeting package:

- A Library Development application is being prepared to support accessible public workstations in library branches.
- CBRM installed heat pumps in the Headquarters office space.
- Charlotte Street redevelopment is finished. Lisa commended the work of CBRM's Engineering Department, notably Mary Lynn MacPhee and Cory Youden for their excellent communication and planning throughout the process.

It was moved by Douglas MacLennan and seconded by Coun. Barbara Longva to accept the report as presented. **MOTION CARRIED.**

Fundraising Report – September 2024:

A copy of the Fundraising Report was included in the meeting package.

It was moved by Coun. Steve Gillespie and seconded by Kathy MacIntyre to accept the report as submitted. **MOTION CARRIED.**

Programs Reports – September 2024:

A copy of the Programs Report was included in the meeting package.

It was moved by Kathy MacIntyre and seconded by Douglas MacLennan to accept the report as submitted. **MOTION CARRIED.**

Library Funding Committee:

Coun. Eldon MacDonald reported on the progress of the Library Funding Review Committee, where he also served on a smaller working group tasked with reviewing the research and priorities established by the Committee. On August 29, the working group presented four options that prioritize higher wages for library staff, increased investment in library collections and technology, and new investment in cybersecurity. Moving forward, the library funding review process will shift to the government, where department staff will build on the work further developing funding recommendations for government consideration. Eldon expressed his appreciation for the exceptional work of the Provincial Library staff in collecting, analyzing, and clearly presenting the data, making the findings easily accessible and understandable.

Library Branches:

Bookmobile:

Lisa gave a brief history of the bookmobile and the challenges faced over the last number of years with the service. These include:

- Frequent cancelled runs due to weather and maintenance. In 2023, 62/124 routes were cancelled for these reasons. As of January 1, 2024, 68/142 visits were cancelled.
- There is a lack of accessibility for patrons with mobility disabilities, an important factor as CBRL and other public sector bodies are required to meet Access 2030 guidelines.

Library staff with board representation from Coun. Gillespie were tasked with reviewing the service, which included public consultation, and researching replacement vehicles and alternative service options. Two public surveys were conducted. Estimated replacement costs would be between \$300,000- \$500,000 for a larger vehicle with more accessible options. The current vehicle, purchased in 2014, was a smaller model than previous CBRL bookmobiles. Lisa informed board members that South Shore Public Libraries is the only other library region in Nova Scotia operating a bookmobile. The other regions discontinued their bookmobile service in the last 10 to 15 years replacing them with a Borrow by Mail program.

It was moved by Douglas MacLennan and seconded by Coun. Steve Gillespie to discontinue the Bookmobile service effective December 1, 2024, in lieu of the mail or delivery service model as proposed by staff and the asset disposal of the mobile, pending the implementation of the new service.

MOTION CARRIED.

Ingonish Library:

A community meeting took place on August 29 at the Ingonish Fire Hall to discuss the relocation of the Victoria North Regional Library (Ingonish branch). Library staff, board members, and representatives from Victoria County were in attendance. Approximately 55 community members attended the meeting. Issues discussed included potential locations and the need for a quick approval process to ensure that a new space opens without a delay to library services. Warden Morrison recommended forming a steering committee of community representatives and library staff. Volunteers put their names forward to serve on the Committee. Lisa circulated a draft Terms of Reference for the Steering Committee to board members.

It was moved by Coun. Barbara Longva and seconded by Douglas MacLennan to accept the Terms of Reference as submitted. **MOTION CARRIED.**

Baddeck Library:

Rosella Born, representing BOLD, notified Victoria County Supervisor Erin Phillips that they would be submitting a funding application to the Green and Inclusive Community Buildings program for the renovation of the Kidston Landing building. BOLD has requested that the Library Board re-send their expression of interest, which was originally sent on November 24, 2023.

It was moved by Coun. Barbara Longva and seconded by Douglas MacLennan to re-send the Board's expression of interest to BOLD supporting the Kidston Landing project as a future space for a new Baddeck Library pending approval of Victoria County. **MOTION CARRIED.**

Site Suitability Analysis:

Lisa reported that Fathom presented a draft of the Site Suitability Analysis to the Steering Committee. The Committee provided feedback and is currently awaiting a final report.

Security:

None to report.

Personnel:

None to report.

Other Business:

None to report.

Date of next meeting:

December 9, 2024, 6 pm.

Adjournment:

On the motion from Coun. Steve Gillespie, the meeting adjourned at 8:10 pm.

Respectfully submitted,
Lisa Mulak, Secretary
Cape Breton Regional Library Board