

WESTERN COUNTIES REGIONAL LIBRARY

BOARD MEETING

December 5, 2019

The regular quarterly meeting of the Western Counties Regional Library Board was held on Thursday, December 5, 2019 in the Board Room of the Izaak Walton Killam Memorial Library.

Present were:

Warden Jimmy MacAlpine, Municipality of Digby
Warden Danny Muise, Municipality of Argyle
Councillor Doris Townsend, Municipality of Shelburne
Councillor Patti Durkee, Municipality of Yarmouth
Councillor Louann Link, Town of Clark's Harbour
Mayor Ben Cleveland, Town of Digby
Councillor Kent Balish, Town of Lockeport
Councillor Nolan Young, Town of Shelburne
Patricia Nickerson, Shelburne Library Building Association
Elizabeth Arenburg, Yarmouth Public Library & Museum
Pamela Maher, Province of Nova Scotia
Darryl Wiseman, Province of Nova Scotia
Erin Comeau, Secretary-Treasurer

Regrets were received from Shaun Hatfield, Carl Deveau, Jean Brittain, William Schrank and Phil Mooney

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m. The Chair welcomed Patricia Nickerson who is replacing Bernie Nickerson from the Shelburne Library Building Association. He indicated that Pat was a past WCRL Board Member representing the Municipality of Shelburne from 1991 to 2008. The Chair also welcomed Mayor Ben Cleveland who was replacing Jean Brittain for today's meeting.

2. ADOPTION OF AGENDA

The Chair indicated that he would like the Report of the Personnel Committee moved from # 8 on the agenda to # 4. It was moved by Doris Townsend and seconded by Kent Balish:

"THAT the Report of the Personnel Committee move from # 8 to # 4 on the agenda be approved."

MOTION CARRIED

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were circulated. It was moved by Patti Durkee and seconded by Nolan Young:

“THAT the minutes of the September 19, 2019 Board Meeting be approved as circulated.”

MOTION CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 Board Committees Terms of Reference

The revised Terms of Reference for Board Committees were circulated. It was moved by Nolan Young and seconded by Danny Muise:

“THAT the newly revised Board Committees Terms of Reference be approved as presented.”

MOTION CARRIED

Erin noted that the Terms of Reference will be reformatted and sent to all members so that they can be inserted in the member’s Trustee Manuals.

5. REPORT OF PERSONNEL COMMITTEE

In the absence of the Personnel Committee chair, Patti Durkee reported that the Personnel Committee met on November 19, 2019.

At 1:07 p.m., it was moved by Patti Durkee and seconded by Danny Muise:

“THAT the Board go in camera.”

MOTION CARRIED

Erin Comeau and Yvonne LeBlanc left the meeting.

At 1:20 p.m., Erin Comeau and Yvonne LeBlanc rejoined the meeting.

It was moved by Patti Durkee and seconded by Elizabeth Arenburg:

“THAT a letter be sent to a complainer.”

MOTION CARRIED

6. CHAIR'S REPORT

Jimmy reported that at the LBANS/NSLA Conference in October, he attended his last LBANS Executive Committee meeting as President and as a member of the LBANS Executive. He thanked Doris Townsend for agreeing to represent WCRL on the LBANS Executive Committee. Last week, the Negotiations Committee met with Union representatives to discuss a wage re-opener and a 1% salary increase was presented. The Union is presently polling their members. A discussion was held on the fact that the Nova Scotia government has put the proposed new funding formula on hold while they work through issues with some municipalities.

7. DIRECTOR'S REPORT

Erin indicated that her Director's Report was circulated. She added to this report that she has been overseeing the renovations at the Digby Library and that things are progressing well.

8. LBANS REPRESENTATIVE REPORT

Doris Townsend reported that she attended her first meeting on the LBANS Executive in November - the minutes of that meeting were circulated. She indicated that the Executive plans on updating the 1999 Strategic Plan, and if any board member wanted to provide their thoughts on it, to let her know as the next Executive meeting is on January 25th.

At this point, Patti Durkee left the meeting.

9. FINANCIAL STATEMENT

The October 31, 2019 Financial Statement was circulated. It was moved by Doris Townsend and seconded by Pamela Maher:

“THAT the Board approve the October 31, 2019 Financial Statement as presented.”

MOTION CARRIED

10. NEW BUSINESS

10.1 Naloxone

A lengthy discussion was held on whether library staff should be offered the Naloxone training on top of their first aid training, and whether there should be Naloxone kits in all 10 branches. There are two types of kits: one kit has needles which are free; and the other kit has nasal spray which has a cost. Erin will look into Naloxone training, the purchase of kits, if any, and the associated liability if something were to go wrong when this drug was administered. She will report back at the next meeting.

11. CORRESPONDENCE

No correspondence received.

12. OTHER

There was no Other.

13. AROUND THE TABLE

Danny Muise reported that a new bilingual Library Clerk has finally been hired at the Pubnico Library.

Jimmy MacAlpine thanked Erin for all her work in overseeing the renovations at the Digby Library, which includes new paint, flooring, shelving and light fixtures. The temporary location of the Library is at the Visitor Information Centre.

14. NEXT MEETING

The next quarterly board meeting is tentatively scheduled for Thursday, March 19, 2020.

15. ADJOURNMENT

On a motion from Nolan Young and Doris Townsend, the meeting adjourned at 2:25 p.m.