

**REGINA PUBLIC LIBRARY  
BOARD OF DIRECTORS  
March 29, 2016  
Central Library Boardroom**

**MINUTES**

**PRESENT:**

D. Lucke, Chair  
R. Kapoor  
E. Brenner  
B. March-Burwell  
S. Quinlan  
J. Weekes

**Also in attendance:**

J. Barber  
J. McKenna  
J. Niedermayer  
T. Fraser  
K. Saunderson  
G. Kruger  
J. Grant  
R. Beretti, Deloitte

**REGRETS:**

Councillor S. Bryce  
Mayor M. Fougere  
C. Kobayashi

**1. Call to Order**

The Board meeting was called to order by D. Lucke at 4:35 p.m.

**2. Adoption of Agenda**

R. Kapoor moved that "Fundraising Update – George Bothwell Branch" be added as a Decision Item on the agenda. CARRIED.

**3. Conflict of Interests Declaration**

No conflict of interests were declared.

**4. Approval of Previous Meeting Minutes**

a. Annual General Meeting of January 26, 2016

S. Quinlan moved to approve the minutes of the Annual General Meeting of January 26, 2016. CARRIED.

- b. Board Meeting of January 26, 2016

R. Kapoor moved to approve the minutes of the Board Meeting of January 26, 2016.  
CARRIED.

**5. Information Items:**

- a. OLA Super Conference Reports

E. Brenner and S. Quinlan briefly commented on their reports of the OLA Super Conference they attended in January.

- b. Library Director's Report

- i. Treaty Commission Agreement*

The Committee for Aboriginal Library Services (CALs) has been working toward an agreement with the Office of the Treaty Commissioner (OTC) for a programs and services partnership that will formalize this mutually supportive relationship. The Provincial Library and Literacy Office (PLLO) met with public library Directors on behalf of CALs to discuss the partnership and to begin work with the OTC for an agreement and a signing ceremony. This past winter, a draft agreement was provided that articulates the essence of the partnership to advance our mutual goals through this programs and services alliance. A signing ceremony has been arranged by CALs and the OTC and will take place on Friday, 6 May at the Saskatchewan Library Association conference in Saskatoon.

- ii. Canadian Library Association (CLA)*

The special meeting of the Canadian Library Association (CLA) resulted in a positive response to approval of the dissolution of the CLA. The final national conference for the CLA will take place in June.

- iii. Employee Engagement Study*

TalentMap provided a summary report of results to Library Executive and the Board's Human Resources Committee. The report is a summary of data and the analysis of the data will be completed in the coming weeks.

iv. *Saskatchewan Information & Library Services (SILS) Consortium Policy Review*

Prior to the Saskatchewan Library Association (SLA) Conference in May, the Directors of the SILS Consortium will meet to review the fundamental principles of the Consortium as well as the framework of policy that has led to this publicly popular resource sharing system.

v. *Mâdawêyatitân Centre*

A plan of the Mâdawêyatitân Centre and a few photos showing progress were provided to the Board for their information.

S. Quinlan moved to receive and file the Library Director's Report. CARRIED.

**6. Decision Items:**

a. Committee Submissions:

i. Audit and Finance

*2015 Audited Financial Statements*

E. Brenner, Chair of the Audit and Finance Committee, and R. Beretti of Deloitte, briefed the Board on RPL's 2015 audited financial statements.

On the recommendation of the Audit and Finance Committee, E. Brenner moved that the Board approve the audited financial statements of Regina Public Library Board for the year ended December 31, 2015. CARRIED.

*Public Accounts*

In June, the Board suggested that Library Administration consider following the City's format for the 2015 Public Accounts. J. Barber briefly outlined the reformatted Public Accounts to the Board.

B. March-Burwell moved to approve the new Public Accounts format, as recommended by the Audit and Finance Committee. CARRIED.

ii. Governance

*Board Governance Policy and Appendices*

The Governance Committee has reviewed the Board Governance Policy and Appendices, adopted by the Board in December 2014, and recommended changes for adoption by the Board, as follows:

- Removal of Appendix A and Appendix C - Timely and comprehensive Library Director's Reports will replace scheduled Monitoring Reports; and

S. Quinlan moved that the Committee recommend that the Board approve the following changes to Appendix B of the Governance Policy, adopted by the Board in December 2014:

- Planned Success - "Establish key priorities within a strategic plan" and "Present information regarding results to the public" as the responsibility of both the Board and CEO;
- The Library System - the wording should be amended to reflect the Board's agreement that the Library Director & CEO can meet with all levels of government to discuss Library operational items; and
- Public Relations - the wording should be amended to reflect the Board's agreement that it is the responsibility of both the Board and CEO to "Meet with elected government representatives", and "Promote the use of Library services".

CARRIED.

S. Quinlan moved that the Board adopt the Governance Policy and Appendices, as amended, and as recommended by the Governance Committee. CARRIED.

*Committee Guidelines*

On recommendation by the Governance Committee, S. Quinlan moved that the Board adopt the amended Committee Guidelines, and eliminate the requirement that Committee minutes be presented to the Board. CARRIED.

iii. Human Resources

R. Kapoor moved that the Board adopt the following proposed policies for inclusion in the Library's HR Policy framework:

- Attendance Management Program Policy
- Conduct and Behaviour Policy
- Criminal and Vulnerable Record Check Policy (including Board members)

CARRIED.

b. George Bothwell Branch Lease

The Board moved to approve and authorize Library Administration to enter into the new agreement as presented to extend our lease for the George Bothwell branch space at Southland Mall for an additional 127 months. CARRIED.

**7. Calendar of Events**

The calendar of events for 2016 was presented for information purposes.

**8. Adjournment**

D. Lucke moved to adjourn the meeting. CARRIED.

---

Board Chair

---

Secretary to the Board