

SOUTH SHORE REGIONAL LIBRARY BOARD, **ANNUAL MEETING**;  
MARGARET HENNIGAR PUBLIC LIBRARY, JUNE 19, 2017

*The South Shore Regional Library Board administers South Shore Public Libraries.  
South Shore Public Libraries celebrate reading, discovering, learning and sharing.*

Present: Mr. Patrick Hirtle Chair  
Mrs. Cindy Bruhm, Vice Chair  
Councillor Tina Connors  
Councillor Michael Ernst  
Ms. Marie Hogan Loker  
Mr. Tom Sheppard  
Mr. Jeff Mercer, Staff  
Ms. Christina Pottie, Staff  
Mr. Eric Pottie, Staff  
Ms. Charity Fraser, Staff Association  
Mr. Troy Myers, Secretary/Treasurer  
Ms. Lynn Robart, Recorder

Regrets from: Mr. Mark Taylor, Mr. David Brattston, Ms. Wilma Stewart-White, Councillor Brian Fralic, Ms. Sara Lochhead and Ms. Brittany Hachey.

Chair Patrick Hirtle received resignation of Jane Kristenson, representing the Town of Mahone Bay.

Chair Hirtle welcomed Board Member, Councillor Michael Ernst, representing the Municipality of the District of Lunenburg.

MINUTES

Motion: "THAT the South Shore Regional Library Board accept the minutes of the June 20, 2016 Annual Meeting as circulated."

HOGAN LOKER/Bruhm All in favour. Motion carried.

2016-17 AUDIT

Kim Hopkins from Grant Thornton LLP presented the 2017-18 audit. The year ended with an accumulative excess of revenue over expenditures in the amount of \$24,581.

Motion: "THAT the South Shore Regional Library Board receive the 2016-17 Audit."

SHEPPARD/Hogan Loker All in favour. Motion carried

COMMITTEE MEMBER REPORT

2016-17 Committee Member report was circulated with Notice of Meeting.

“THAT the South Shore Regional Library Board accept the list of Executive and Committee members for 2017-18 as amended (please see attached).”

BRUHM/Hogan Loker All in favour. Motion carried.

2016-17 ANNUAL REPORT

The 2015-18 Annual Report was circulated to the Board. It was noted that there is a noticeable increase in programs offered and also attendance. A suggestion for next year’s report is to include a picture of each branch and map of mobile stops.

Motion: “THAT the South Shore Regional Library Board approved the 2016-17 Annual Report as circulated.”

HOGAN LOKER/Sheppard All in favour. Motion carried.

2017-18 BUDGET

The 2017-18 Budget was circulated to the Board.

Troy presented the following highlights:

- Staff receive 2% cost-of-living increase
- Hiring of a new Librarian
- Library Materials funds restored to previous amount
- Paint job for the mobile
- New equipment for new Library at the Academy.

The Finance Committee recommended the following motion:

Motion: “THAT the South Shore Regional Library Board approves the 2016-17 budget as recommended by the Finance Committee.”

SHEPPARD/Hogan Loker All in favour. Motion carried.

APPOINTMENT OF AUDITORS

Motion: “THAT the South Shore Regional Library Board appoints Grant Thornton LLP as 2017-18 Auditors.”

BRUHM/Hogan Loker All in favour. Motion carried.

SSRL BOARD BY-LAWS

At the May Board Meeting, David Brattston gave notice of motion regarding the frequency of Board Meetings as stated in the SSRL Board By-Laws. Results of a Board poll was presented.

Motion: "THAT the South Shore Regional Library Board will meet six times a year, bi-monthly beginning August 2017. The SSRL By-Laws will reflect this change."

BRUHM/Ernst All in favour. Motion carried.

ADJOURNMENT

Tom Sheppard moved the meeting adjourned.

---

Patrick Hirtle, Chair

---

Troy Myers, Secretary/Treasurer

SOUTH SHORE REGIONAL LIBRARY BOARD COMMITTEES  
**2017-12018**

Executive Committee:

Board Chair as Chair – Patrick Hirtle  
Board Vice-Chair as Vice-Chair – Cindy Bruhm  
Chief Executive Officer as Secretary – Troy Myers  
Past Chair, if still on Board – Tom Sheppard  
One member, elected from and by the Board – Wilma Stewart-White

Nominating Committee:

Executive Committee plus one member, elected from and by the Board

-- [REDACTED]

Salaries, Wages & Benefits Committee:

Board Chair as Chair – Patrick Hirtle  
Board Vice-Chair as Vice-Chair – Cindy Bruhm  
Chief Executive Officer as Secretary – Troy Myers  
Two members, elected from and by the Board – David Brattston, Mark Taylor  
Two members, elected from and by the Staff -- Lynn Robart, Christina Pottie

Community Liaison Committee:

Board Chair as Chair – Patrick Hirtle  
Board Vice-Chair as Vice-Chair – Cindy Bruhm  
Chief Librarian – Troy Myers  
Two Members from Board – Tom Sheppard, [REDACTED]  
Members from Staff -- Lynn Robart as Recorder, Jeff Mercer, Christina Pottie

Communications Committee

Board Chair as Vice Chair -- Cindy Bruhm  
Chief Librarian – Troy Myers  
Two Members elected by and from the Board  
- [REDACTED]

Finance Committee

Board Chair as Chair – Patrick Hirtle  
Board Vice-Chair as Vice-Chair – Cindy Bruhm  
Chief Librarian – Troy Myers  
Two members elected from and by the Board – Marie Hogan Loker, Sara Lochhead

Library Development Sub-committee

Board Vice-Chair as Chair – Cindy Bruhm  
Board Chair -- Patrick Hirtle  
Chief Librarian – Troy Myers  
One of the two elected members of the Finance Committee Sara Lochhead,  
[REDACTED]  
One other staff member – Jeff Mercer