

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, April 19, 2023

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

Present: Patrick Hirtle, Chair
Cindy Bruhm, Vice Chair
Councillor Stacey Colwell
Councillor Vicki Amirault
Councillor Wendy Oickle
Diane Racette
Marie Hogan Loker
Tom Sheppard
Jeff Mercer, Staff
Alisa Hemeon, Staff/Recorder

Regrets from: Councillor Tina Connors, Councillor Jenni Birtles, and Wilma Stewart-White.

Patrick Hirtle called the meeting to order at 6:01 pm.

MINUTES:

Motion: "THAT the South Shore Regional Library Board accept the Minutes of the March 22 and 29, 2023 meetings as circulated."

OICKLE/Racette All in favour. Motion carried.

2.1 LBANS

Cindy attended the meeting on March 25, 2023. Submissions for conference in October due by May 12, 2023. Funding is on track. Next meeting scheduled for May 27, 2023 in Truro.

2.2 THOMAS H. RADDALL LIBRARY/REGION OF QUEENS

On March 31, 2023 Jeff Mercer, Christina Pottie and David Trueman viewed the commercial space located at 19 Milton Road in Liverpool. With some modifications, the space would be an option for a temporary Library space until the new one is built. The Site Visit report presented by Jeff is filed with these Minutes. Councillor Vicki Amirault advised that Andrew Amos is the Project Manager for the new library and should have a preliminary report ready by end of June/July. Currently, they are assessing if the lot near Queens Place can accommodate a pool and library as well as access to necessary amenities. Renovation costs would fall to the Municipality, while furniture and other fixtures for the space will be the responsibility of SSPL. Question arose as to the notice period needed for breaking a lease – Councillor Vicki Amirault to report on this at the next general meeting.

2.3 EQUITY, DIVERSITY and INCLUSION

All staff have been registered for Introduction to Diversity, Equity and Inclusion, an online and self-directed course produced by Ashanti Leadership PDS Inc. This Canadian based company specializes in organizational culture and cultural change. This is the first of 4 professional development opportunities with Ashanti. All staff are to complete the first course by May 31, 2023.

2.4 STAFF ASSOCIATION

No report

2.5 CEO UPDATES

i. Lease Renewal

Current lease with LCLC and the SSPL Admin space expires in November 2023. LCLC has requested that discussions begin soon for renewal and to address any concerns. Jeff is looking for Board representation for the Lease renewal committee. Patrick Hirtle, Stacey Colwell and Wendy Oickle removed themselves due to conflicts of interest. The committee will consist of Cindy Bruhm, Diane Racette, and Jeff Mercer.

ii. Freelance Job Scam

Over the last few months SSPL has received reports from individuals that a scam was being run, using the SSPL name and a freelance booking company named Upwork, to attempt to receive money and/or banking information from its victims. They purport to be us, contracting out using Upwork for jobs such as typing transcripts or preparing graphics, and then require the victim to send them money in order to “be in their system” to be paid. Other regional libraries in the province have been dealing with the same scam. SSPL has reported the incidents to Upwork and has issued warnings and clarifications via our social media and web platforms. On April 5, 2023, this was communicated to SSPL’s employees and they were provided with advice on how to respond to these types of requests.

iii. CEO Parental Leave

Ashley has requested an extension to her parental leave for one month.

Motion: “THAT the South Shore Regional Library Board accept Ashley’s request for an extension of her parental leave to July 24, 2023 and Jeff to remain as Acting CEO until that date.”

SHEPPARD/Bruhm All in favour. Motion carried.

iv. Staffing

New lead driver hired for the Bookmobile. Wanda Bush began working with SSPL on April 3 2023. Retiree, Dave White, provided a few training sessions and introduction to local repair/maintenance contacts. SSPL has also hired a second driver, Martin Albertsen, beginning at the end of April. Martin will cover weekend shifts that Wanda is off and will also be available for on-call shifts in all of our branches.

v. Bridge Funding

The Province awarded libraries in Nova Scotia \$500,000 in bridge funding for the 2023-24 fiscal year to offset current inflationary pressures. The amount received by SSPL was \$38,500.

vi. CORL funding needs analysis sessions

Held on March 23 and 24, 2023. Included all regional libraries and representatives from the NS Provincial Library working together to identify the core services provided, funding needed, and measurable actions and information that support the shared vision for the direction of the public library service in Nova Scotia. The open and honest discussions allowed them to hone in on what is really needed in terms of funding support, not only for maintaining current levels of service (which the existing funding structure does not support) but also for stability, growth, and improvement. The final report is drafted and under review by CORL. Regional Boards should be receiving the report for review and endorsement in May, including next steps in moving forward in preparations for the upcoming funding formula negotiations.

2.6 OLD AND NEW BOOKMOBILE REPAIRS AND FUNDING

SSPL was successful in their application to the provincial Library Development Fund, and have received \$19,550 to conduct repairs on the old bookmobile. This will allow SSPL to complete two projects, "Drive to Thrive" and "Gather & Grow, Literacy on Wheels", both of which are important steps in continuing to build partnerships with and provide library services to our local Acadia First Nations.

Prior to his retirement, Dave White ensured that any needed repairs were conducted on the new Bookmobile. There may be other issues in the future, but currently there is nothing outstanding.

2.7 OTHER

None

DATE, TIME AND PLACE OF NEXT MEETING

The next general meeting will be held on Wednesday, May 17, 2023 at 6:00 pm.

ADJOURNMENT

Tom Sheppard adjourned the meeting at 6:55 pm.