

SOUTH SHORE REGIONAL LIBRARY GENERAL MEETING, June 19, 2024

*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 Diane Racette Tom Sheppard Gail Tricebock Ashley Nunn-Smith, Staff Alisa Hemeon, Staff/Recorder Christina Pottie, Staff
Regrets from:	Councillor Jenni Birtles, Councillor Michele Greek, Councillor Stacey Colwell, Councillor Tina Connors, Councillor Vicki Amirault and Marie Hogan

<u>1. CALL TO ORDER</u>	Patrick Hirtle called the meeting to order at 7:52pm following the AGM and read the SSPL Land Acknowledgement.
<u>2. AGENDA</u>	
Motion:	" <u>THAT</u> the Agenda be approved as circulated."
RACETTE/Bruhm	All in favour. Motion carried
<u>3. DECLARATION OF CONFLICT OF INTEREST</u>	None
<u>4. MINUTES</u>	
Motion:	" <u>THAT</u> the South Shore Regional Library Board accept the Minutes of the April 17, 2024 meeting as circulated."
TRICEBOCK/Bruhm	All in favour. Motion carried.
<u>5. CORRESPONDENCE</u>	None
<u>6. INFORMATION</u>	
6.1	<i>Thomas H. Raddall Library / Region of Queens</i>
	Appointed Project Manager is Elise Johnston, Accessibility and Inclusion Coordinator for the Region of Queens Municipality. Council has approved shared washroom space in the lobby, separated by doors, with the other tenants of the Liverpool Business Center as well as transforming an existing room into accessible and gender-neutral washrooms. The additional washrooms will be constructed using federal funding. A Community Consultation process has begun with 5 sessions starting on June 22, 2024 at the Thomas H. Raddall Library. The other dates are June 25, 26, 27 and 29 at various locations and times as

	stated on the Region of Queens website. Elise Johnston will be hosting participatory draft designs and Ashley will be discussing the operational needs of the library.	
6.2	<i>Equity, Diversity and Inclusion</i>	
	<p>Jessica Jerome, a local Mi'kmaq artist, developed a map of Queens and Lunenburg counties using the traditional Mi'kmaq and settler names of SSPL's physical library locations and bookmobile stops. These map designs will be unveiled at a future date and displayed in all SSPL branches.</p> <p>SSPL has many events planned for Pride month. Historically, SSPL has partnered with Lunenburg County Pride and this year have added several more programs and events such as author readings, Reading with Royalty in multiple locations, and entering the Bookmobile with a walking team in the Pride parade.</p>	
6.3	<i>Staff Association</i>	
	No official report. Ashley provided the update that the Association held their AGM last month, electing two new members of the executive. Skylar Barkhouse is the new President and Martin Albertsen, the new Secretary. The Treasurer, Blake MacDonald, was affirmed and Charity Fraser remains in the Vice President position.	
6.4	<i>CEO Updates</i>	
	<p><i>Program and Service Development Manager</i></p> <p>April interviews resulted in two subsequent declined offers. Recruitment team to re-group, review strategies and re-post in the fall of 2024.</p> <p><i>Library Funding Review</i></p> <p>The library funding review committee is meeting again next week. First session introduced the funding formula, the second focused on technology and collections, and the third session on Friday June 21, 2024 will be the review of staffing and salaries.</p>	
<u>7. MOTION AND DISCUSSION</u>		
7.1	<i>OHS Policy Update</i>	
	Proposed new policy circulated prior to meeting. Last version was in 2017. Question and clarification raised regarding the "I" statements. Ashley wished to show commitment and a promise as the CEO to uphold the policy for SSPL and its staff.	
	Motion:	" <u>THAT</u> the South Shore Regional Library Board approve the revised Health and Safety policy as circulated."
	SHEPPARD/BruhM	All in favour. Motion carried.

7.2	<i>MHPL Open Hours</i>	
	Ashley presented data trend slides highlighting the last 12 months in each branch location. Particular areas mentioned were in-person visits, physical check-outs, frontline staff hours, and traffic by day and times. Results showed that Bridgewater is substantially busier than all other branches. In an effort to provide additional support to the Bridgewater branch and balance resources, recommendations are to modify open hours in the evening and on weekends, replacing a 10+ year old self-check machine, and begin to investigate other needs and hours coverage at other branches including community consultations.	
	Motion:	" <u>THAT</u> the South Shore Regional Library Board endorse and action the 6 recommendations as presented and circulated"
	BRUHM/Racette	All in favour. Motion carried.
7.3	<i>Summer Staff Party</i>	
	SSPL would like to plan a summer staff party on July 20, 2024 and Ashley would like to close branches at 3:00 pm so staff who are working can attend.	
	Motion:	" <u>THAT</u> the South Shore Regional Library Board approve the closure of all branches at 3:00 pm on Saturday, July 20 2024 for a staff summer party"
	BRUHM/Tricebock	All in favour. Motion carried.
8. <u>DATE, TIME AND PLACE OF NEXT MEETING</u>		
The next general meeting is scheduled for August 21, 2024.		
9. <u>ADJOURNMENT</u>		
SHEPPARD adjourned the meeting at 8:30 pm.		