

Cumberland Regional Library Board
Minutes – April 24, 2025

“Cumberland Public Libraries”, managed and operated by the Cumberland Regional Library Board, a body corporate pursuant to the Libraries Act of Nova Scotia.

The April 24, 2025 meeting of the Cumberland Regional Library Board was held at the Four Fathers Memorial Library.

Present: Councillor Carla Black (Treasurer), Kim Ford (Chair), Councillor Terry McManaman, Councillor Angel McCormick, Denise Corey (Library Director, Secretary), Chantelle Taylor (Deputy Library Director, Recording Secretary)

1. Call to Order

The meeting was called to order at 6:00 pm.

2. Approval of the Agenda

Councillor McManaman moved that that the agenda be approved as presented. Seconded by Councillor Black. Motion carried.

3. Approval of Minutes of the February 12, 2025 meeting

Councillor McManaman moved that the minutes of February 12, 2025 meeting be approved as presented. Seconded by Councillor Black. Motion carried.

4. Old Business

A. Updated Library Accessibility plan

Ms. Corey reported that the revised accessibility plan has been posted on the library’s website.

B. Parrsboro Library

Ms. Corey reported to the Board that she reached out to the County about the consultant’s report for the Parrsboro library and is unsure if it has been presented to Council.

5. Actions arising from the minutes

A. Library funding update

Ms. Corey reported The Library Funding formula is still sitting with government, with hope it still may go forward. Meanwhile all the library directors around the province are talking to their MLAs about library funding.

B. Letter to CCTH Minister regarding provincial appointees

Ms. Corey reported that the Board sent a letter to the Executive Council section responsible for appointment to boards. It was copied to CCTH, and both Cumberland MLAs.

7. New Business

A. Preliminary 2025/26 Budget

Ms. Corey presented the Board with numerous options the budget to be approved in June. Discussion ensued.

B. Reduction of cost options.

Ms. Corey presented the Board with various option to cut from the library's budget to mitigate the \$100,000 shortfall. Discussion ensued.

Councillor McCormick suggested Money from the reserves, cutting a full time position in Headquarters. Discussion ensued.

Councillor McManaman presented an email from Jason MacDonald on behalf of the CAO's which recommended using ... "library reserves, temporary (or permanent) staffing and/or programming/services. They also requested that no branches be closed or hours reduced." Discussion ensued.

Councillor McCormick suggested that all full-time staff have their wages decreased by a certain percentage. Discussion ensued.

Ms. Ford suggested a reduction in book spending including limiting of Hoopla. Discussion ensued.

The Board agreed on money from reserves, fifty percent cut in materials budget (both electronic and print), reduction of adult programs for all locations and elimination of engagement with community partners.

C. Change of library Board meeting

Ms. Corey discussed with the Board a new meeting day. Discussion ensued.

D. Operational policies

Ms. Corey presented the Board with the proposed changes to the interlibrary loan, media and police contact, bulletin board, and computer use policies

Councillor McManaman moved that that the interlibrary loan, media and police contact, bulletin board, and computer use policies be approved as presented. Seconded by Councillor Black. Motion carried.

E. Public Meeting

Ms. Corey recommended that Library Annual Public Meeting be held June 19, 2025.

F. Advocate library

Ms. Corey reported the Advocate and District Development Agency (ADDA) and the County are working on finding a place to put the library. Ms. Corey attended a meeting in Advocate on April 22nd. The Library is currently looking at starting satellite service in the area.

G. Library Tour

Ms. Corey asked if any of the Board members would be interested in a tour of all 7 of our locations. Discussion ensued. This item will be added to the agenda in the Fall.

H. Strategic Planning

Ms. Corey reported the library received a \$20,000 grant from Communities, Culture, Tourism and Heritage to hire a consultant to help the library develop a strategic plan. It will really help us focus on our mission, vision, and provide a roadmap for the library, especially in a time in which funding is limited. Discussion ensued. The Board will be meeting with the consultants from Peak Experience on June 10, 2025.

8. Reports

A. Financial report

Ms. Corey provided Board members with copies of the Revenues and Expenditures for the Library and provided highlights.

Councillor McManaman moved that the financial report be adopted. Seconded by Councillor McCormick. Motion carried.

B. Operations report

Ms. Corey reported all items owned by the CPL have been removed from the building in Advocate. The library's contents insurance will be removed as of April 30th. The lending items are being distributed over the other libraries, and shelving and other large items are being stored in Springhill and Amherst.

The Town of Amherst has included leveling the floor of the seminar room in the capital budget for 2025/26.

One of the Oxford staff members is still out on leave, at this point we are unsure when she will return.

C. Programming reports

Ms. Corey informed the Board that we have greatly reduced the number of programs in April and May to be frugal. We received an \$8,000 grant for CCTH for a technology program for tweens. It will be in all branches during the summer. Maggie's Place gave us \$5,000 in gift cards for library snacks and the Amherst library food pantry. We received a \$1,100 grant from Mental Health Foundation NS for staff training.

D. Accessibility report

Accessibility Report was included in the Board's package.

8. Other

Next meeting: June 5, 2025 4:30pm

There being no further business Ms. Ford adjourned the meeting.

Submitted by:

Denise Corey, Library Director/Board Secretary