St. Albert Public Library

Minutes

ST. ALBERT PUBLIC LIBRARY BOARD MEETING

7 pm, Wednesday September 16, 2026

St. Albert Public Library Main Branch

ATTENDANCE:

Board:	Meagan Dechaine Jennifer Freitas Darrell Manning Jamie Tereposky Jason Perry Angela Benowski
Regrets:	Sherry Love
Staff:	Laura Winton, CEO
Recording Secretary:	Rhonda Kozuska, HR and Finance Manager

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1. **CALL TO ORDER**

   M. Dechaine called the meeting to order at 7:02 pm.

2. **LAND ACKNOWLEDGEMENT**

   J. Freitas read the land acknowledgement.

3. **APPROVAL OF AGENDA**

   Motion 26-35 THAT the agenda be adopted as presented.

   Moved by J. Perry

   CARRIED

4. **APPROVAL OF MINUTES**

Motion 26-36 THAT the minutes of the regular board meeting held Jun 17, 2026 be approved as presented.
Moved by J. Freitas
CARRIED

5. ITEMS FOR DECISION

5.1. Establishment of a Library Bank account

Motion 26-37 That the Board authorize the establishment of a bank account with Scotiabank within the City of St. Albert's ScotiaConnect profile in the legal name of the City of St. Albert Library Board and appoint Laura Winton, CEO; Jason Harris, Director; and Lisa Old, Director as signing authorities.
Moved by A. Benowski
Seconded by D. Manning
CARRIED

Motion 26-38 THAT the Board approve Policy FIN-GP-01, Banking as presented.
Moved by D. Manning
CARRIED

5.2. 2027 Operating Budget - amended

Motion 26- 39 That the City of St. Albert Library Board approves the amended 2027 Operating Budget as presented in the amount of $5,760,600 and authorizes submission of the budget to the City of St. Albert as part of the 2027 municipal budget process.
Moved by J. Freitas
Seconded by M. Dechaine
CARRIED

6. ITEMS FOR DISCUSSION

6.1. Internal Committee

- J. Freitas presented the Board Mindset Matrix Report included in Board Package
- Board members agreed that council prioritize recruiting new members with legal and legislative expertise in fall recruitment.

6.2. External Committee

- J. Perry reported on the activities of the Friends of the Library, including:
  - Upcoming event: Friends Film Fridays – Sept 26th 6:30 pm
  - Casino – expected in Q2 2027

- L. Winton met with S. Passek, the new Friends Chair. Agreed to work together on a partnership agreement between the Friends and the Library, including cadence and procedure for requesting funds.

6.3. Governance Review and Renewal

- Action: L. Winton will distribute consultant proposals and evaluation rubric.

6.4. Strategic Plan Progress Report – report accepted by the Board as presented

6.5. Bill 28 Update – report accepted by the Board as presented

7. ITEMS FOR INFORMATION

- The Board accepted the CEO report, Operations Report and Quarterly financial forecast as presented.

8. IN CAMERA SESSION

Motion 26-40 THAT the Board go in camera
Moved by J. Freitas
CARRIED
Meeting moved in camera at 8:03 pm

Motion 26-41 THAT the Board move out of in camera
Moved by J. Perry
CARRIED

9. ADJOURNMENT

Motion 26-42 THAT the meeting be adjourned
Moved by D. Manning
CARRIED

M. Dechaine adjourned the meeting at 8:20 pm

Date of next meeting: **October 21st, 2026 7:00 PM**

Meagan Dechaine (Sep 21, 2026 11:14:30 MDT)
Minutes Adopted September 18, 2026