



St. Albert Public Library Board: September 18, 2024

Minutes of the regular meeting in the Library Training Room

BOARD

Dawn Kawahara, Co-Chair
Meagan Dechaine (virtual)
Jennifer Freitas (virtual)
Sherry Love
Julie Mann-Johnson (virtual)

REGRETS

Deborah McTaggart-Baird, Co-Chair (noted and authorized)
Angela Benowski (noted and authorized)

STAFF

Peter Bailey, CEO
Stephanie Foremsky – Community Engagement Manager
Mary Ellen Green – Communications and Marketing Specialist
Rhonda Kozuska, HR and Finance Manager (Recorder)

1. CALL TO ORDER

The meeting was called to order at 7:03 pm by D. Kawahara

2. LAND ACKNOWLEDGMENT (Sherry Love)

3. ADOPTION OF AGENDA

- P. Bailey would like to add item to Advocacy

(24-36) S. Love moved adoption of the amended agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(24-37) M. Dechaine moved adoption of the minutes of June 19, 2024

CARRIED UNANIMOUSLY

5. NEW BUSINESS

5.1. Board Recruitment Process

- P. Bailey summarized the memo included in the board package
- If the trustees agree to complete the self-assessment, all of the responses given by the board would be anonymous except for the Co-Chairs and CEO who will compile the data
- Amendments will be made to the wording of some of the matrix items

(24-38) J. Freitas moved that the Board approves a board recruitment process based on a self-assessment methodology including a Competencies, Contacts and Communities Matrix

CARRIED UNANIMOUSLY

6. COMMITTEES

6.1. Internal Committee

6.1.1. Policy Review – Type III. 1,2,3,4

- No changes noted
- Q: S. Love asked how the Board’s policies (Carver) relate back to the legal requirements under the Libraries Act.
- Q: Have the policies been submitted to the Province for approval
- A: Clarification that the Carver Policies are for Board governance and not PLSB mandated operating policies. SAPL has both types of policies.
- A: P. Bailey explained how we meet the legal requirements with the Province

(24-39) J. Mann-Johnson moved to accept the policy as distributed

S. Love against

MOTION CARRIED

6.2. External Committee

6.2.1. Friends of the Library

- Friends Film Fridays – replaces Reel Mondays and is sold out
- Donation to Christmas Around the World
- There will be further discussion about a STARFest donation

6.2.2. External Committee Report

- Advocacy update by P. Bailey:
 - Mayor’s State of the City Address
 - Community Tea and Bannock – Crosswalk unveiling
 - National Day for Truth and Reconciliation event
 - Council Meeting – Tuesday October 1 to present the news of SAPL’s award
 - Informal Board-Council meeting?
 - The Board is not in favour of hosting a meeting this year before budget, but possibly in November or early in the new year
 - October 24 – The 2025 budget goes to Council – D. Kawahara will present.

7. BUSINESS ARISING

7.1. 2025 Library Budget Update

- Library’s budget memo to council will be included as an appendix to the City budget

8. CONSENT / INFORMATION ITEMS

- P. Bailey noted a correction to Membership stats

9. CORRESPONDANCE

10. ADJOURNMENT

(24-40) J. Freitas moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:07 pm

Date of next meeting: 7:00 pm Wednesday, October 16, 2024 – 2nd Floor Training Room

These minutes are certified true and correct

Board Chair

