

**St. Albert Public Library Board**  
**Adopted Minutes December 18, 2019**

Minutes of the Regular Meeting in the Training Room, St. Albert Public Library

**BOARD**

Janice Marschner, Chair  
Colleen McClure, Vice-Chair  
Ian Stephens, Trustee  
Paula Culling, Trustee  
Councillor Jacquie Hansen, Trustee

**REGRETS**

Missy Steeves, Trustee  
Holly Ayotte, Trustee

**STAFF**

Peter Bailey, CEO  
Cory Stier, IT and Materials Manager  
Leslie Greentree, Marketing and Communications Specialist  
Rhonda Kozuska, Administrative Services Coordinator (recorder)

**1. CALL TO ORDER**

The meeting was called to order by J. Marschner at 7:00 PM

**2. TERRITORIAL ACKNOWLEDGMENT**

*We respectfully acknowledge that we are on Treaty 6 territory, traditional lands of First Nations and Métis people. As Treaty People, Indigenous and non-indigenous, we share the responsibility for stewardship of this beautiful land.*

**3. ADOPTION OF AGENDA**

(19-47) C. McClure moved adoption of the agenda  
CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

(19-48) C. McClure moved adoption of the amended minutes of November 20, 2019  
CARRIED UNANIMOUSLY

**5. BUSINESS ARISING FROM THE MINUTES**

5.1. Facility

- P. Bailey updated the Board on the busy week getting the storefront ready to open
- Recommendation to deliver flyers to houses in the Jensen Lakes neighborhood; will make a decision on that closer to the grand opening in mid January

5.2. Budget

- P. Bailey discussed the details of the 2019 surplus and how that will impact the 2020 operating budget

**(19-49) I. Stephens moved to transfer the 2019 operating surplus to the Stabilization reserve**

Seconded by P. Culling

**CARRIED UNANIMOUSLY**

## **6. COMMITTEES**

6.1. Internal Committee

6.2. External Committee

6.2.1. Advocacy; Standing item: Trustee advocacy action

6.2.2. City Report

- Councillor Hansen updated the Board on current Council business
- Thanked I. Stephens for his dedication and service to the Board
- Passed the 2020 budget – 2.4% increase in the budget; 1.5% dedicated RMR
- Municipal Utility corporation proposal did not pass
- Councillors will now write reports for the committees they sit on to be submitted with the agenda packages

## **7. NEW BUSINESS**

7.1. Shared services agreement

**(19-50) C. McClure moved that the Board authorize the CEO to finalize the MOU with the HR department at the City of St. Albert**

Seconded by P. Culling

**CARRIED UNANIMOUSLY**

**(19-51) P. Culling moved that the Library continue to remunerate its employees in alignment with the City of St. Albert salary grid**

Seconded by I. Stephens

**CARRIED UNANIMOUSLY**

## **8. CONSENT/INFORMATION ITEMS**

- The Board hopes the Letters to the North Pole program continues next year
- Cudos to staff on the new website
- Cudos on the new newsletter format; very colorful and attractive

## **9. ADJOURNMENT**

**(19-52) I. Stephens moved to adjourn**

**CARRIED UNANIMOUSLY**

Meeting adjourned at 8:18 pm.

**Date of next meeting: 7:00 pm Wednesday, January 15, 2020, 2<sup>nd</sup> floor training room**

These minutes are certified true and correct

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Board Chair