



St. Albert Public Library Board: Minutes March 26, 2025

Minutes of the regular meeting in the Library Training Room

BOARD

Meagan Dechaine
Jennifer Freitas
Angela Benowski
Darrell Manning
Jason Perry
Jamie Tereposky
Sherry Love

STAFF

Peter Bailey, CEO
Stephanie Foremsky, Community Engagement Manager
Rhonda Kozuska – HR and Financial Services Manager (recorder)

1. CALL TO ORDER

The meeting was called to order by M. Dechaine at 6:59pm

2. LAND ACKNOWLEDGEMENT (J. Tereposky)

3. ADOPTION OF AGENDA

(25-13) J. Freitas moved adoption of the amended agenda

Special meeting minutes postponed to April meeting
CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Regular meeting of February 19, 2025

(25-14) A. Benowski moved adoption of the amended minutes of February 19, 2025

CARRIED UNANIMOUSLY

Amendments:

- S. Love – Specify September Board meeting for presentation of Public Spaces policy
- Meeting moved to March 26

5. NEW BUSINESS

5.1 2024 Audit Report and Financial Statements - KPMG

(25-15) J. Freitas moved to accept the 2024 Audit report and Financial Statements – with amendments to typos recognized

SECONDED by D. Manning

CARRIED UNANIMOUSLY

6. COMMITTEES

6.1 Internal Committee

6.1.1 – Draft policy review process

- J. Freitas explained the new review process and the table that was developed
- Internal committee will meet the week before each board meeting to review the scheduled policies
- Q: Who historically is responsible for updating the bylaws? A: Management develops it and brings to board for approval
- S. Love taking the lead on building the new framework
- P. Bailey introduced the opportunity to have training from a subject matter expert on Carver Governance. Options are to host a one-day workshop, or have an online delivery method.
- Board asked P. Bailey to share the proposal with the board trustees
- Board will defer their decision until they have had a chance to review the proposal

6.2. External Committee

6.2.1 Friends of the Library report

- J. Perry attended the meeting
- Purdy's chocolate fundraiser just closed
- Casino – The next one not scheduled for 2 years
- \$1500 – to be donated to the library
- Looking for new members for the Board

6.2.2 Advocacy

- ME Green is working on the advocacy plan and looks forward to presenting it in the near future. Would like to meet with the external committee to review ahead of the Board meeting
- S. Foremsky will forward the schedule to the board for the expo volunteer

6. BUSINESS ARISING

7. CONSENT

- Q: What's the feedback with the Hoopla announcement?
- A: There has been some disappointment expressed, but overall, it's been a good opportunity to promote the other resources we have.
- Q: Is the facility lifecycle / lighting project complete? A: Yes, it's complete.

9. ADJOURNMENT

(25-16) J. Perry moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:14 pm

Date of next meeting: 7:00 pm Wednesday, April 16 - 2ND Floor Training Room

These minutes are certified true and correct

Board Co-Chair