

**St. Albert Public Library Board
Adopted Minutes May 25, 2022**

Minutes of the Regular Meeting in the 2nd floor Training Room

BOARD

Bill Wells, Chair
Colleen McClure, Vice Chair
David Hlokoff
Donna Kawahara
Julie Mann-Johnson
Meagan Dechaine

REGRETS

Deborah McTaggart-Baird

STAFF

Peter Bailey, CEO
Cory Stier, IT and Materials Manager
Rhonda Kozuska, Administrative Services Coordinator (recorder)

1. CALL TO ORDER

The meeting was called to order by B. Wells at 7:02 pm

2. LAND ACKNOWLEDGMENT

3. ADOPTION OF AGENDA

(22-35) C. McClure moved adoption of the agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(22-36) J. Mann-Johnson moved adoption of the minutes for April 27, 2022

CARRIED UNANIMOUSLY

5. BUSINESS ARISING FROM THE MINUTES

5.1. Update on Planning

- Operational review: Margaret Law is meeting with the Leadership Team next week
- P. Bailey updated Board on how the CCRF grant/renovation, Strategic Plan and Community Needs assessment are inter-connected and how we can use our existing funding to accomplish all of our goals that include public engagement
- P. Bailey updated the board regarding the 2023 budget.

6. COMMITTEES

6.1. Internal Committee

6.1.1. Carver Policy Review: Health and Safety Committee Report

(22-37) C. McClure moved to accept the Health and Safety report as submitted

CARRIED UNANIMOUSLY

6.2. External Committee

6.2.1. External Committee Report (Advocacy)

- Chamber of Commerce event – a staff member may be able to attend; however, B. Wells has offered to attend if need be
- P. Bailey presented an amended calendar to the Board

6.2.2. Friends report (M. Dechaine)

- Formal update to come – minutes are on their way
- Casino funds will be used to purchase water bottle filling station
- Suggestion to invite the Friends to a board meeting to show the Board's appreciation
- Megan will survey the Friends for their input

7. NEW BUSINESS

8. CONSENT

- J. Mann-Johnson appreciates the suggestion for the new land acknowledgment
- P. Bailey was pleased to announce the long-term funding commitment from the McCoy Foundation for the Summer Reading Game
- Library Endowment fund is showing good returns
- B. Wells – current staff certified in first aid – is that a reasonable number? Answer: many staff are re-certifying because of COVID – the numbers will increase as more recertification courses are offered through the City
- When will we be able to announce the CCRF? P. Bailey said we will be planning our own announcement in light of difficulty coordinating with the Minister's office

9. IN CAMERA

9.1. CEO Annual Review

(22-38) D. Hlokkoff moved to go in camera at 8:02 pm

CARRIED UNANIMOUSLY

(22-39) M. Dechaine moved to reconvene the regular meeting of the Library Board
CARRIED UNANIMOUSLY

Public meeting reconvened at 8:29 pm

(22-40) J. Mann-Johnson moved that details of the incamera discussion of the CEO Annual Review remain confidential pursuant to Sections 19 and 24 of the Freedom of Information and Protection of Privacy Act (FOIP) R.S.A. 2000, C. F-25
CARRIED UNANIMOUSLY

(22-41) C. McClure moved to accept the Internal Committee's recommendations regarding the CEO Annual Review report
CARRIED UNANIMOUSLY

10. ADJOURNMENT

(22-42) D. Kawahara moved to adjourn
CARRIED UNANIMOUSLY

Meeting adjourned at 8:30 pm

Next meeting: 7 pm Wednesday June 15 – Forsyth Hall

These minutes are certified true and correct

Board Chair