

St. Albert Public Library Board
Adopted Minutes October 19, 2022

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

BOARD

Colleen McClure, Co-Chair
Deborah McTaggart-Baird, Co-Chair
David Hlokoff
Donna Kawahara
Julie Mann-Johnson

REGRETS

Meagan Dechaine

STAFF

Peter Bailey, CEO
Stephanie Foremsky, Public Services Manager
Leslie Greentree, Communications and Marketing Specialist
Rhonda Kozuska, HR and Financial Services Manager (recorder)

1. CALL TO ORDER

The meeting was called to order by D. McTaggart-Baird at 7:02 pm

2. LAND ACKNOWLEDGMENT

3. ADOPTION OF AGENDA

(22-68) D. Kawahara moved adoption of the agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(22-69) J. Mann-Johnson moved adoption of the minutes for September 21, 2022

CARRIED UNANIMOUSLY

5. NEW BUSINESS

5.1 Needs Assessment and Strategic Planning

- P. Bailey updated the board on the process we have used in the past to develop our strategic plan
- Board asked P. Bailey to confirm Ann Smith's availability to facilitate the Strategic Planning process

5.2 Budget 2023

- City Admin confirmed that they will present a City budget to Council that includes a \$500,000 reduction to the library budget request that was approved by the Board and submitted to the City in July.
- Discussion with Board regarding strategy toward re-working the 2023 budget to reduce expenditures.

(22-70) D. Hlokoff moved that the Board write a letter to council relaying the budget process as indicated by the Libraries Act

CARRIED UNANIMOUSLY

6. COMMITTEES

6.1. Internal Committee – No Carver policy review for October

6.2. External Committee

6.2.1. Friends of the Library Report – no report this month

6.2.2. External Committee Report – C. McClure

6.2.3. Advocacy Update

- L. Greentree updated the Board on the advocacy plan and the work on the Defend YOUR Library campaign thus far.

7. BUSINESS ARISING

7.1. Operational Review (in camera)

(22-71) D. McTaggart-Baird moved to go in-camera

CARRIED UNANIMOUSLY

Moved in camera at 8:01pm

(22-72) D. McTaggart-Baird moved to go out of in camera moved that the details of the in-camera discussion remain confidential pursuant to Section 24(1)(d) of the *Freedom of Information and Protection of Privacy Act (FOIP) RSA 2000, C. F-25*

CARRIED UNANIMOUSLY

Public meeting resumed 8:40PM

(22-73) J. Mann-Johnson moved that the Library Operational Review be shared in its entirety to council pending an assurance of confidentiality and the FOIP act

SECONDED BY C. McClure

CARRIED UNANIMOUSLY

- C. McClure: Requested that Dr. Law’s report could be summarized and distributed by the end of October to public and staff.

8. CONSENT ITEMS

9. ADJOURNMENT

(22-74) D. Hlokoff moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:48pm

Next meeting: 7 pm Wednesday November 16, 2022 – Training Room, 2nd floor Library

These minutes are certified true and correct

Board Chair