

St. Albert Public Library Board
Adopted Minutes September 21, 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
Meagan Dechaine

STAFF

Peter Bailey, CEO
Kathleen Troppmann, Customer 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 C. McClure at 7:01 pm

2. LAND ACKNOWLEDGMENT

3. ADOPTION OF AGENDA

(22-61) D. Kawahara moved adoption of the agenda
CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(22-62) M. Dechaine moved adoption of the minutes for June 15, 2022
CARRIED UNANIMOUSLY

(22-63) M. Dechaine moved adoption of the minutes for the Special meeting of August 28, 2022
CARRIED UNANIMOUSLY

5. NEW BUSINESS

5.1 Operational Review results (In Camera) [Dr. M. Law]

(22-64) C McClure moved to go in camera
CARRIED UNANIMOUSLY

7:05 pm meeting moved in camera

(22-65) C. McClure moved to go out of in camera and moved that the details of the Special budget meeting and 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

8:44 PM Regular meeting resumed

6. COMMITTEES

6.1. Review of Committee Membership

Internal Committee – D. McTaggart-Baird (Chair), D. Hlokoff, D. Kawahara
External Committee – C. McClure (Chair), J. Mann-Johnson, M. Dechaine

6.2. Internal Committee

6.2.1. Carver Policy Review

- Council membership should not be a conflict of interest
- Language – 6.2.1. – Change to Chair or Co-Chairs

(22-66) C. McClure moved acceptance of the policies, with amendments
CARRIED UNANIMOUSLY

6.3. External Committee

6.3.1. Friends of the Library Report

- Arden moved to new ticket managing service, have been many complications
- Different fundraising ideas to be discussed at upcoming meetings
- Previous donation \$3,000 for bottle filling station
- STARFest donation will be \$2,500
- C. McClure asked to extend the Board's thanks and appreciation to the Friends

6.3.2. External Committee Report

- D. McTaggart-Baird reviewed the report included in the board package

7. BUSINESS ARISING

7.1. Budget Advocacy Plan Update

- Leslie distributed the advocacy plan to the Board that will be used in the presentation to Council on September 26.
- Shared samples of brochures that will be offered throughout the library

- Website created to highlight the need to protect the library
- In-person survey at JLL for visiting patrons
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7.2. 2023 Operating Budget Update

- Peter talked about amending the previous budget the board approved in June.

8. CONSENT ITEMS

- Board loves the patron comments
- Newsletter always looks amazing
- C. McClure expressed the Board's gratitude to the entire staff

9. ADJOURNMENT

(22-67) D. McTaggart-Baird moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 9:22 pm

Next meeting: 7 pm Wednesday October 19, 2022 – Training Room

These minutes are certified true and correct

Board Chair