

**St. Albert Public Library Board**  
**Adopted Minutes March 17, 2021**

Minutes of the Regular Meeting via Google Meet

**BOARD**

Janice Marschner, Chair  
Colleen McClure, Vice-Chair  
Missy Steeves, Trustee  
Holly Ayotte, Trustee  
Bill Wells, Trustee  
Julie Stefner, Trustee  
David Hlokoff, Trustee

**STAFF**

Peter Bailey, CEO  
Kathleen Troppmann, Customer Services 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. LAND ACKNOWLEDGMENT**

**3. ADOPTION OF AGENDA**

(21-13) B. Wells moved adoption of the agenda

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

(21-14) H. Ayotte moved adoption of the minutes of February 17, 2021

CARRIED UNANIMOUSLY

**5. AUDIT – 2020 Audit Report and Financial Statements**

- John Steltner (Partner) and Caitlyn Cox (Manager) from KPMG presented the audit report on the 2020 financial statements.
- B. Wells – asked about language on how the allocation from the City is shown: gran' vs taxpayer contribution; J. Steltner – there is opportunity for discuss changing the language
- R. Kozuska will discuss with City Finance colleagues.

**(21-15) B. Wells moved adoption of the 2020 Audit report and Financial statements**

SECONDED BY M. Steeves

CARRIED UNANIMOUSLY

**(21-16) C. McClure moved that the language in Library financial reports be aligned with the language in legislation**

CARRIED UNANIMOUSLY

**6. BUSINESS ARISING FROM THE MINUTES**

6.1. COVID-19 Response Update

- P. Bailey summarized the report and COVID timeline to date included in the package.

**7. COMMITTEES**

7.1. Internal Committee

7.2. External Committee

6.2.1 City Report

- P. Bailey – noted the ongoing Ernst and Young operational review of the City.
- B. Wells – emphasized this is where it is important to change the terminology

6.2.2 Friends Report

- Purdy’s fundraiser – raised approximately \$1000
- Money from Purdy’s going to Summer Reading Game
- Graeme to reach out to P. Bailey to see where the balance of the donation for Jensen Lakes should be used for

**9. CONSENT**

- P. Bailey – Noted including the marketing report as a separate document to highlight the good work going into promoting the Library and its services by L. Greentree.

**10. ADJOURNMENT**

**(21-17) M. Steeves moved to adjourn**

CARRIED UNANIMOUSLY

Meeting adjourned at 7:50 pm. **Next meeting: 7 pm Wednesday, April 21, 2021 – Google Meet**

These minutes are certified true and correct

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Board Chair