

St. Albert Public Library Board
Adopted Minutes November 18, 2020

Minutes of the Regular Meeting via Google Meeting

BOARD

Janice Marschner, Chair
Colleen McClure, Vice-Chair
Missy Steeves, Trustee
Bill Wells, Trustee
Councillor Jacquie Hansen, Trustee

REGRETS

Holly Ayotte, Trustee

STAFF

Peter Bailey, CEO
Cory Stier, IT and Materials Manager
Leslie Greentree, 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

(20-40) B. Wells moved adoption of the agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(20-41) M. Steeves moved adoption of the minutes of October 21, 2020

CARRIED UNANIMOUSLY

5. BUSINESS ARISING FROM THE MINUTES

5.1. COVID-19 Response Update

- Many other libraries are waiting for the Province to make further restrictions
- If it goes back to Stage 1 we are prepared to go back to curbside pickup

- The Downtown location is difficult because it isn't our building so would have to go back to JLL. If it's a 2 week shut down we likely wouldn't move to curbside, but if it's 4 weeks we may consider
- Are looking at our 'pinch points'. We have been quite busy, particularly the computer area. We will increase the space between computers stations
- Going to stay with the 90-minute limit for computers
- Some people are sitting at the study tables, not moving around, keeping their masks on. P. Bailey doesn't think this needs to be restricted
- One thing staff will be doing is conducting more indepth mask education. Staff will be more diligent in reinforcing proper mask use
- Ventilation in the building – P. Bailey advised the Board that the City Manager has communicated that the air filters in the building have been changed and it is being purged with fresh air 100% from 4-6 am every day
- Thank you for encouraging front line staff to enforce the mask policy; it is easier knowing they have support from their supervisor

5.2 BUDGET 2021

- Councillor Hansen appreciated our presentation and will support the 2021 budget
- B. Wells asked Councillor Hansen when budget will be approved
- Answer – will start to deliberate December 1st
- Wells asked how the process evolves from here
- Councillor Hansen said it is good news that there are no postponed motions on record to reduce the budget
- Board discussed promoting all of the positive things the library has done throughout the pandemic; not necessarily an ad, but more in depth, such as an article. It doesn't necessarily need to be done ahead of the budget

6. COMMITTEES

6.1. Internal Committee

6.1.1. Carver Policy Review: Policy Type II. Library Director Constraint 5. Executive Succession **(20-42)** M. Steeves moved to accept the report as presented
CARRIED UNANIMOUSLY

6.2. External Committee

6.2.1. City Report – Councillor Hansen

- Mask bylaw amended to accept shields
- Dr. Hinshaw contacted the city to express her disapproval
- Will be having an in camera meeting with Alberta health soon; hopes to ask the province why they wouldn't have the same policies across the province considering the numbers
- Mayor Heron gave her state of the city address today

- 1.1% proposed budget to maintain existing services
- Congratulations on the new hours at JLL

6.2.2. Friends Report

7. NEW BUSINESS

7.1. Flourish: Draft City of St. Albert Municipal Plan

- P. Bailey reviewed the memo included in the board package
- Emphasized its importance for the Library
- Was discussed at Mayor Heron's State of the City today
- Councillor Hansen shared more details on the MDP process; including the importance of public input
- Suggested the library could take a role in promoting this at the library, such as putting the link on the library website

8. CONSENT

9. ADJOURNMENT

(20-43) M. Steeves moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 7:50pm

Date of next meeting: 7:00 pm Wednesday, December 16, 2020 – Google Meet

These minutes are certified true and correct

Board Chair