

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m., Wednesday February 14, 2018 in the Friends Place at Lethbridge Public Library Crossings Branch.

**Present from the Board:** Allan Quinton, Brendan Cummins, Derrick Antson, Linda Erickson, Luke Bendkowski, Wendy Kalkan, Jim Chymboryk

**Regrets from the Board:** Ross Djuve, Melanie De Quadros

**Present from Administration:** Terra Plato (*CEO*)  
Barb Longair (*Manager: Public Services*)

**Regrets from Administration:** Debi Charlesworth (*Manager: Corporate Services*)

**Recording Secretary:** Kat Short (*Executive Assistant*)

**Guests:** Robin Hepher (*CEO: Chinook Arch Regional Library*)

**1. CALL TO ORDER**

- The Chair called the meeting to order at 5:03 p.m.

**2. APPROVAL OF THE AGENDA**

**MOVED by Trustee Antson and SECONDED by Trustee Kalkan that the February 14, 2018 Board Meeting Agenda be approved as amended**

**CARRIED**

**3. APPROVAL OF THE MINUTES**

3.1. Regular Board Meeting – January 10, 2018

**MOVED by Trustee Antson and SECONDED by Trustee Chymboryk that the minutes from the January 10, 2018 Board meeting be approved**

**CARRIED**

3.2. Organizational Board Meeting – January 10, 2018

**MOVED by Trustee Antson and SECONDED by Trustee Chymboryk that the minutes from the January 10, 2018 Organizational meeting be approved**

**CARRIED**

**4. AUTOMATIC APPROVAL AGENDA**

4.1. Reports of Standing committees

4.1.1. Advancement

- Committee to meet next week

4.1.2. Board/CEO Relations

- Regular Friday meeting

- Terra spoke on the recent Lethbridge News Now article

#### 4.1.3. Finance

##### 4.1.3.1. Finance C&C Report

- Presented for information

#### 4.1.4. Governance

##### 4.1.4.1. Policies LB13, LB14, LB15, LB27

**MOVED by Trustee Cummins and SECONDED by Trustee Kalkan that the Board adopt the revisions to policies LB13, LB14, LB15 and LB27 as presented**

**CARRIED**

#### 4.1.5. Strategic Planning

##### 4.1.5.1. Terms of Reference

- Trustee Bendkowski has joined the committee
- Trustee Antson will act as chair

**MOVED by Trustee Antson and SECONDED by Trustee Cummins that the Board approve the Strategic Planning Committee Terms of Reference as presented**

**CARRIED**

##### 4.1.5.2. Plan of Service Measures strategy and Benchmarking

- Presented for information

##### 4.1.5.3. Security Incident reporting

- Presented for information

#### 4.2. Chinook Arch Regional Library System Reports

#### 4.3. Administration Reports (newsletter)

- Presented for information

#### 4.4. Board Correspondence

#### 4.5. Friends of the Library Update

- The Friends have nominated themselves for the Distinguished Recognition Award
- The Friends have asked for and will be given a list of Library wants/needs
- Book sale on March 31 which will include computer sales

#### 4.6. Update from Council

- No report

#### 4.7. Motion to Approve Written Reports “The Board accepts the written reports in Section 4 of the Agenda”

**MOVED by Trustee Erickson and SECONDED by Trustee Antson to approve the written and oral reports in Section 4 of the Agenda**

**CARRIED**

**5. ACTION MOTIONS ARISING FROM REPORTS**

**6. DIRECTOR CONSTRAINT COMPLIANCE REPORT**

6.1 BAU funding request

**MOVED by Trustee Kalkan and SECONDED by Trustee Antson that the Board approve funds up to \$50,000.00 from the reserves BAU for shelving replacement**

**CARRIED**

**7. OTHER BUSINESS**

7.1 Guest: Robin Hepher, CEO, Chinook Arch Regional Library System

- R. Hepher presented information on the regional library and the services they provide

7.2 2018 Public Library Survey and 2017 Annual Report of Public Libraries in Alberta

**MOVED by Trustee Cummins and SECONDED by Trustee Bendkowski that the Board approve the survey as presented**

**CARRIED**

7.3 2017 Output Measures

- Presented for information

**8 IN-CAMERA ITEMS**

8.1 Executive Succession Plan – financial compensation proposal

**MOVED by Trustee Erickson and SECONDED by Trustee Antson that the Board move in-camera at 7:03 pm**

**MOVED by Trustee Cummins and SECONDED by Trustee Antson that the Board move out of in-camera at 7:09 pm**

**9 ADJOURNMENT**

**MOVED by Trustee Antson that the meeting be adjourned at 7:09 pm**

**CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

**NEXT REGULAR BOARD MEETING MARCH 14, 2018 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM,  
MAIN BRANCH**