

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday January 10, 2018 in the Staff Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Allan Quinton, James Chymboryk, Wendy Kalkan, Derrick Antson, Linda Erickson, Brendan Cummins, Ross Djuve, Mark Campbell

Regrets from the Board: Luke Bendkowski, Melanie De Quadros

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

Recording Secretary: Kat Short (*Executive Assistant*)

Guests: Jenn Schmidt-Rempel (*Manager: Marketing & Social Media*)

1. CALL TO ORDER

- The Chair called the meeting to order at 5:55 p.m.

2. APPROVAL OF THE AGENDA

MOVED by Trustee Antson and SECONDED by Trustee Cummins that the January 10, 2018 Board Meeting Agenda be approved as amended

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – December 13, 2017

MOVED by Trustee Cummins and SECONDED by Trustee Antson that the minutes from the December 13, 2017 Board meeting be approved

CARRIED

4. AUTOMATIC APPROVAL AGENDA

4.1. Reports of Standing committees

4.1.1. Advancement

- No report

4.1.2. Board/CEO Relations

- Regular Friday positive meeting

4.1.3. Finance

4.1.3.1. Budget Variance Report

- Presented for information

4.1.3.2. Budget Pressures

- Presented for information

4.1.4. Governance

- No report

4.1.5. Strategic Planning

- No report

4.1.6. 100th Anniversary Planning Committee

4.1.6.1. Terms of Reference Draft for Approval

- moved to agenda item 5.6 of the Organizational meeting

4.2. Chinook Arch Regional Library System Reports

- No report

4.3. Administration Reports

4.3.1. General & Administrative Report (Newsletter)

- Barb Longair presented information on Family Literacy Day which is scheduled for January 27. Events will take place throughout the library, all board members are invited and the hope is they can attend any or all of the events. A schedule to be posted soon.

4.4. Board Correspondence

- No report

4.5. Friends of the Library Update

- No report

4.6. Update from Council

- Council is looking at an intox centre

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

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

CARRIED

5. ACTION MOTIONS ARISING FROM REPORTS

6. CEO CONSTRAINT COMPLIANCE REPORT

- Presented for information
- Jenn Schmidt-Rempel presented on the library’s marketing and advertising

7. OTHER BUSINESS

7.1 Executive Succession Plan

- A discussion was held on the Executive Succession Plan as presented. Trustee Cummins stated on record his disagreement with HR issues raised. CEO will bring pay rates for senior management positions to make informed decision on compensation to future board meetings.

7.2 Board Happening columns – May/June & Sept./Oct. & Jan/Feb. 2019

- May/June – Melanie de Quadros or Luke Bendkowski will be asked
- Sept/Oct – Brendan Cummins
- Jan/Feb - chair

7.3 Southern Alberta Library Conference/Alberta Library Conference

- ALC – A. Quinton, W. Kalkan & D. Antson all expressed interest in attending

7.4 Indigenous Space

- Presented for information

MOVED by Trustee Kalkan and SECONDED by Trustee Antson that the Board approve an indigenous space being incorporated as part of the North Wing renovations

CARRIED

7.5 MBMP/Parking Update

- MBMP is proceeding
- Parking – The goal is the library would not achieve revenue, but people only use parking for library use. When customers enter the library they would give their license plate information. Looking to implement after WOTS to give city time to work out any problems

8 IN-CAMERA ITEMS

NO ITEMS

9 ADJOURNMENT

MOVED by Trustee Kalkan that the meeting be adjourned at 7:53 pm

CARRIED

Chair _____

Trustee _____

NEXT REGULAR BOARD MEETING FEBRUARY 14, 2017 AT 5:30 P.M. IN THE FRIENDS PLACE, THE CROSSINGS BRANCH