

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m., Wednesday January 8, 2020 in the Community Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Mike Maguire, Wendy Kalkan, Craig Brown, Mark Campbell, Jennifer Gullage-Payne, Sean Hubbell, James Chymboryk

Regrets from the Board: Heather Woodruff, Linda Erickson

Absent from the Board:

Present from Administration: Barbara Longair (*Manager: Public Services*)
Debi Charlesworth (*Manager: Corporate Services*)

Regrets from Administration: Terra Plato (*CEO*)

Recording Secretary: Kat Short (*Executive Assistant*)

Guests: Jenn Schmidt-Rempel

1. CALL TO ORDER

- The Chair called the meeting to order at 5:53 pm

1.1. Acknowledgement statement

The Lethbridge Public Library acknowledges that we are on Blackfoot land and would like to give recognition to the Blackfoot people past, present and future

2. APPROVAL OF THE AGENDA

MOVED by Trustee Gullage-Payne and SECONDED by Trustee Chymboryk that the January 8, 2020 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – December 11, 2019

MOVED by Trustee Kalkan and SECONDED by Trustee Maguire that the minutes from the December 11, 2019 Board meeting be approved as presented

CARRIED

4. AUTOMATIC APPROVAL AGENDA

4.1. Reports of Standing committees

4.1.1. Advancement

- No report

4.1.2. Board/CEO Relations

- Regular positive meeting

4.1.3. Finance

4.1.3.1. Variance Report

- Presented for information.
- A discussion was held on security costs for the library

4.1.3.2. Update to Capital Lifecycle project #1 40C-007

MOVED by Trustee Brown and SECONDED by Trustee Hubbell that the Board approve Capital Lifecycle Project description #1 40C-007 be changed to washroom renovations

CARRIED

4.1.4. Governance

- No report

4.1.5. Strategic Planning

- No report

4.1.6. 100th Anniversary Planning Committee

- No report

4.2. Chinook Arch Regional Library System Reports

- No report

4.3. Administration Reports

4.3.1. General & Administrative Report (newsletter)

4.4. Board Correspondence

- No report

4.5. Friends of the Library Update

- Trustee Kalkan presented information on the upcoming Banff Mountain Film Festival and wanted the minutes to reflect a thank you to Sheila Braund who coordinates the festival.

4.6. Update from Council

- City Council passed the Downtown Clean and Safe program funding

4.7. Board Update to Council

- Library has made the request to be added to the next Council meeting agenda

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

MOVED by Trustee Gullage-Payne and SECONDED by Trustee Hubbell 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

A written report was included in the Board package.

6.1 Marketing/Communications Update – Guest, Jenn Schmidt-Rempel

- Jennifer Schmidt-Rempel presented information on the Library’s Marketing, Communications and Social Media Report

7. OTHER BUSINESS

7.1 Resource Sharing Agreement

MOVED by Trustee Kalkan and SECONDED by Trustee Maguire that the Board accept the recommended changes to the Chinook Arch/Lethbridge Public Library Resource Sharing Agreement

CARRIED

7.2 Friends Tea Reminder

- The Board will host a tea on Wednesday, February 12 at 4:00 pm as a way to meet, show appreciation, and thank the Friends. All Board members are encouraged to attend. The Executive Assistant will send a reminder to the Board prior to event.

7.3 Board Happening columns – May/June & Sept./Oct. & Jan/Feb. 2021

- May/June – Trustee Gullage-Payne
- Sept. Oct. – Trustee Kalkan
- Jan/Feb - Chair

7.4 Southern Alberta Library Conference

- Presented for information

7.5 Service Fees Amendment

MOVED by Trustee Brown and SECONDED by Trustee Chymboryk that the Board approve a \$0.10 increase in printing and photocopying fees to take effect immediately

CARRIED

8 IN-CAMERA ITEMS

9 ADJOURNMENT

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:42pm

CARRIED

Chair Signature on file

Trustee Signature on file

NEXT REGULAR BOARD MEETING FEBRUARY 12, 2020 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH