

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, January 9, 2019 in the Community Meeting Room at Lethbridge Public Library Main Branch .

**Present from the Board:** Allan Quinton, James Chymboryk, Wendy Kalkan, Craig Brown, Linda Erickson, Sean Hubbell, Jennifer Gullage-Payne, Ross Djuve, Mark Campbell

**Regrets from the Board:**

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

**Regrets from Administration:** Terra Plato (*CEO*)  
Barbara 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 5:47pm

##### 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

The Chair added agenda item 7.4, Administrative increase, to the agenda

**MOVED by Trustee Chymboryk and SECONDED by Trustee Djuve that the January 9, 2019 Board Meeting Agenda be approved as amended**

CARRIED

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Regular Board Meeting – December 12, 2018

**MOVED by Trustee Chymboryk and SECONDED by Trustee Kalkan that the minutes from the December 12, 2018 Board meeting be approved**

CARRIED

#### 4. AUTOMATIC APPROVAL AGENDA

##### 4.1. Reports of Standing committees

##### 4.1.1. Advancement

- Trustee Kalkan reminded the Board that the deadline for the LPL Board Award nominations is February 4 and that a link can be found on the library website. Recruitment for the one Board vacancy will go public on January 25.

4.1.2. Board/CEO Relations

- Regular positive Friday meeting

4.1.3. Finance

4.1.3.1. Budget Variance Report

**MOVED by Trustee Djuve and SECONDED by Trustee Gullage-Payne that the Board approve the Budget Appropriation Unexpended (BAU) and Capital Carry Forward and Expenditure Plan as presented**

CARRIED

**MOVED by Trustee Djuve and SECONDED by Trustee Chymboryk that the Board approve funds of up to \$55,000 from the Reserves BAU for shelving**

CARRIED

**MOVED by Trustee Erickson and SECONDED by Trustee Chymboryk that the Board approve a name change in the BAU Ref # 140-102 from Bookmobile Materials to Vehicle Maintenance & Repair**

CARRIED

4.1.4. Governance

- No report

4.1.5. Strategic Planning

- No report

4.1.6. 100<sup>th</sup> Anniversary Planning Committee

4.1.6.1. Committee Update

- Trustee Erickson informed on some of what will be happening for the 100<sup>th</sup> Anniversary including the February 14 event at the Galt museum, the time capsule on August 14 and the August 17 celebration. The Committee is looking into where the Galt display will be housed when it closes at the museum in June

4.2. Chinook Arch Regional Library System Reports

- At the December meeting there was a presentation on the opioid crisis and how it affects libraries. The Renovations are in full swing, it is hoped they will be finished in the spring

4.3. Administration Reports

4.3.1. General & Administrative Report (newsletter)

4.4. Board Correspondence

- No report

4.5. Friends of the Library Update

- Next event for the Friends is the BMFF

4.6. Update from Council

- Council is focussing on the perception that nothing is being done around the opioid crisis which is incorrect. Message to council is to get the word out on what is being done.

4.7. Board Updates to Council

- Trustee Kalkan informed council representative that Chinook Arch would like an elected member on their board

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

**MOVED by Trustee Brown and SECONDED by Trustee Djuve 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**

- J. Schmidt-Rempel presented for information

**7. OTHER BUSINESS**

7.1. Board Happening columns – May/June & Sept./Oct. & Jan/Feb. 2020

- May/June - Trustee Erickson
- Sept/Oct - Trustee Hubbell
- Jan/Feb - Board chair

7.2. Southern Alberta Library Conference

- Presented for information

7.3. LPL Lorax Award winner

- Presented for information

7.4 Administrative increase

**MOVED by Trustee Kalkan and SECONDED by Trustee Chymboryk that the Board reaffirm the 1% Administrative salary increase effective January 2, 2019 in keeping with City of Lethbridge motion**

**CARRIED**

**8 IN-CAMERA ITEMS**

- No items

9 **ADJOURNMENT**

**MOVED by Trustee Djuve** that the meeting be adjourned at 6:50 pm

**CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

**NEXT REGULAR BOARD MEETING** FEBRUARY 13, 2019 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM,  
MAIN BRANCH