

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday June 12, 2019 in the Community Meeting Room at the Lethbridge Public Library Main Branch.

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

Regrets from the Board: Ross Djuve

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

Recording Secretary: Kat Short (*Executive Assistant*)

Guests:

1. CALL TO ORDER

- The Chair called the meeting to order at 5:30 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 Kalkan and SECONDED by Trustee Brown that the June 12, 2019 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – May 8, 2019

MOVED by Trustee Chymboryk, and SECONDED by Trustee Gullage-Payne that the minutes from the May 8, 2019 Board meeting be approved

CARRIED

4. AUTOMATIC APPROVAL AGENDA

4.1. Reports of Standing committees

4.1.1. Advancement

- Linda reported on the work the committee is doing looking at their key objectives. The committee members attended a recent workshop to discuss work on how best

to deliver the message of the library board and the work they will be doing on their Key Performance Indicators (KPI's) going forward.

4.1.2. Board/CEO Relations

- Regular positive Friday meeting

4.1.3. Finance

4.1.3.1. Finance C&C Report

- Presented for information

4.1.4. Governance

4.1.4.1. Policy Update Recommendations

- The Governance Committee recommends the following policies be approved as presented

MOVED by Trustee Brown and SECONDED by Trustee Hubbell that the Board approve the revised Investments and Endowment Policy (LB27) as presented

CARRIED

MOVED by Trustee Kalkan and SECONDED by Trustee Woodruff that the Board approve the revised Orientation and Continuing Education of Board Trustees Policy (LB5) as presented

CARRIED

MOVED by Trustee Brown and SECONDED by Trustee Gullage-Payne that the Board approve the revised Human Resources Policy (LB10) as presented

CARRIED

MOVED by Trustee Erickson and SECONDED by Trustee Campbell that the Board approve the new Travel for Board Members Policy (LB31) as presented

CARRIED

4.1.5. Strategic Planning

4.1.5.1. Plan of Service Updates

- Presented for information

4.1.6. 100th anniversary

- Wendy presented information on events to be held on August 14 which will include the announcement of the art project and the writer in residence, as well, she presented on the August 17 Big Birthday Bash.

4.2. Chinook Arch Regional Library System Reports

4.2.1. Chinook Arch Board Report

- Wendy presented on the grand opening event at Chinook Arch

Administration Reports

4.2.2. General & Administrative Report (newsletter)

- The recent Big Truck petting zoo at The Crossings was a huge success with approximately 1500 people attending. Kudos to LPL & Sarah Head, Branch Services Manager who organized the event
- Barb Longair presented on upcoming events including; Comic Con, the national launch of the TD Summer Reading Club, Mary Lambert concerts at both the Main and The Crossings branches, the Big Bubble Bop at The Crossings, and author visit with Eden Robinson

4.3. Board Correspondence

- No report

4.4. Friends of the Library Update

- Jennifer presented on the meetings goal which was to determine how the Friends were going to utilize their money, how they were going to spend money, and what projects they want to fund
- Terra presented on commitments made by the Friends; amounts given and where the money is to be spent
- Terra, Allan and Ross had met and discussed having a get together in November for the Friends' Board to show appreciation to the Friends as an opportunity to meet and thank them individually

4.5. Update from Council

- Just back from Quebec for annual FCM meeting. The mayor and City CAO met with the Federal minister for the airport who informed there is money to update the airport, the mayor and CAO will now ask the province for money. A resolution was passed that all council and committees will read a land acknowledgement statement

4.6. Board Updates to 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 Woodruff and SECONDED by Trustee Kalkan to approve the written and oral reports in Section 4 of the Agenda

CARRIED

5. ACTION MOTIONS ARISING FROM REPORTS

- No report

6. CEO CONSTRAINT COMPLIANCE REPORT

- No report

7. OTHER BUSINESS

7.1 100th Anniversary Party Volunteers

- Terra asked for any board members who would be available to volunteer at the August 17 BBQ as well as Comic Con on Saturday to judge cosplay
 - Allan will volunteer at Comic Con
 - Jennifer can volunteer at 11:00, Wendy can volunteer at 12:00 for the BBQ in the morning, James can volunteer at either branch, Linda and Heather also available
 - Kat will contact Canadian Linen to order aprons

7.2 Board Chair Evaluation

- Please complete and give to either Allan or Kat

8 IN-CAMERA ITEMS

- Members of the Board recently attended a meeting to learn rules to follow when going in camera

9 ADJOURNMENT

MOVED by Trustee Brown that the meeting be adjourned at 6:37 pm

CARRIED

Chair _____

Trustee _____

NEXT REGULAR BOARD MEETING SEPTEMBER 11, 2019 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY FRIENDS PLACE THE CROSSINGS BRANCH