

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday June 13, 2018 in the Community Meeting Room at Lethbridge Public Library Main Branch.

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

Regrets from the Board: Wendy Kalkan, Melanie de Quadros

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 p.m.

2. APPROVAL OF THE AGENDA

- The chair added 7.4 Library closures to agenda

MOVED by Trustee Bendkowski and SECONDED by Trustee Chymboryk that the June 13, 2018 Board Meeting Agenda be approved as amended

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – May 9, 2018

MOVED by Trustee Djuve and SECONDED by Trustee Bendkowski that the minutes from the May 9, 2018 Board meeting be approved

CARRIED

4. AUTOMATIC APPROVAL AGENDA

4.1. Reports of Standing committees

4.1.1. Advancement

- Committee member L. Erickson introduced the guidelines created for Board members when writing the Happening column
 - Trustee Cummins volunteered to write the column for the Sept./Oct. Happening
- With the forthcoming departure of Trustee Bendkowski, a discussion was held on how new Board members are selected. The Committee's preference for future Board member interviews would be for the Board Chair to be included.

MOVED by Trustee Erickson and SECONDED by Trustee Cummins that as the City Council representative, Mark Campbell will ask for clarification on the selection and interview process for new LPL Board members

CARRIED

4.1.2. Board/CEO Relations

- Usual positive Friday meeting

4.1.3. Finance

4.1.3.1. Finance C&C Report

- Presented for information

MOVED by Trustee Djuve and SECONDED by Trustee Bendkowski that the Board approve the draft budget with the four initiatives as presented

- Let the minutes reflect Trustee Cummins' strong belief that the Library should be asking for elimination of Library membership fees on an ongoing basis

CARRIED

4.1.3.2. Committee Members

- With the departure of Trustee Bendkowski the Finance Committee requires a new member.
 - Trustee Chymboryk put his name forward. As no other Trustees put their names forward and there were no objections, Trustee Chymboryk will replace the position vacated by Trustee Bendkowski

4.1.4. Governance

4.1.4.1. Policy Updates

Policy LB23, LB24, LB25 & LB26

MOVED by Trustee Cummins and SECONDED by Trustee Djuve that the Board adopt the revisions of policies LB23, LB24, LB25, LB26 as presented

CARRIED

4.1.5. Strategic Planning

- No report

4.1.6. 100th Anniversary Committee

- The committee will be meeting soon and have begun to gather info from staff

4.2. Chinook Arch Regional Library System Reports

- No report

4.3. Administration Reports

4.3.1. General & Administrative Report (Newsletter)

- Presented for information

4.4. Board Correspondence

- Terra presented on an email she received re safety in the library. Specifically it was felt ARCHES was handing out sharps at the entrance to the library. In response, Terra spoke with Stacey Bourque at ARCHES and learned it is candy that they hand out in brown bags not sharps. Terra also reiterated all that the library does to mitigate safety. Stacey confirmed she would reinforce with her teams not to hand out sharps on library property.

4.5. Friends of the Library Update

- The next book sale will be June 30. Any Board members interested in volunteering to help out at the sale are asked to please let Karran Thorpe know
- The Friends have provided funding for a variety of library expenditures

4.6. Update from Council

- At a recent Council meeting the cannabis bylaw was discussed and is being working on
- Needle and opioid community issue meeting in the works, hoping for a July meeting date

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

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

CARRIED

5. ACTION MOTIONS ARISING FROM REPORTS

- Due to concerns re: ARCHES staff at the Library and with the south wing rear entrance as a natural congregation area, once renovations are completed and all entrances are open it will be determined if this is a continued cause for concern

6. CEO CONSTRAINT COMPLIANCE REPORT

- No report

7. OTHER BUSINESS

7.1 MBMP Update

- Dealing with deficiencies. The roof is not yet complete with no updated completion date as of today. Ward Brothers is starting to move their equipment out. Once library is given an occupancy permit we will be able to move in. Our grand opening is booked for July 26 with a ribbon cutting at 11:00

7.2 Parking Update

- Enforcement will be our biggest hurdle as we are not budgeted for it. This was brought up at the Friends meeting and they suggested the Board and Friends advocate to the City for

some 15 minute parking on Stafford Dr. The Library is waiting until September to determine impact.

7.3 Board Chair Evaluation

- Presented for information

7.4 Library closures

- The Board previously approved a July 1 closure however, as required under the Holidays Act, when July 1 falls on a Sunday, Canada Day is to be recognized on July 2. We need to change our closure from Sunday, July 1 to Monday, July 2.

MOVED by Trustee Erickson and SECONDED by Trustee Chymboryk that the Board approve changing closure of the library from Sunday, July 1 to Monday July 2 as per federal legislation

CARRIED

8 IN-CAMERA ITEMS

9 ADJOURNMENT

MOVED by Trustee Cummins that the meeting be adjourned at 7:02pm

CARRIED

Chair Signature on file

Trustee Signature on file

NEXT REGULAR BOARD MEETING, SEPTEMBER 12, 2018 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH