

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, February 8, 2023 in the Community Meeting Room at Lethbridge Public Library Main Branch.

**Present from the Board:** Brendan Cummins, Yudith Ramos, Angela Viola, Norma Quaroni, Carol Koran, Daphne Hendsbee, James Chymboryk, Donna Linn

**Regrets from the Board:** Craig Brown, Terrence Lazarus

**Absent from the Board:**

**Present from Administration:** Terra Plato (*CEO*)  
Michelle Dyke (*Senior Manager: Public Services*)  
Debi Charlesworth (*Manager: Corporate Services*)

**Regrets from Administration:**

**Recording Secretary:** Kat Short (*Executive Assistant*)

**Guests:**

#### 1. CALL TO ORDER

- The Vice-Chair called the meeting to order at 5:31 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 Linn and SECONDED by Trustee Chymboryk that the February 8, 2023 Board Meeting Agenda be approved as presented**

**CARRIED**

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Annual General Meeting – January 11, 2023

##### 3.2. Regular Board Meeting – January 11, 2023

**MOVED by Trustee Quaroni and SECONDED by Trustee Linn that the minutes from the January 11, 2023 Annual General Meeting, and the minutes from the January 11, 2023 Regular Board Meeting be approved as presented**

**CARRIED**

#### 4. NEW BUSINESS

##### 4.1. 2022 Public Library Survey and Annual Report of Public Libraries in Alberta

- The Survey and Report were included in the Board package.

**MOVED by Trustee Koran and SECONDED by Trustee Chymboryk that the Board approve the 2022 Public Library Survey and Annual Report of Public Libraries in Alberta as presented**

**CARRIED**

4.2. 2022 Output Measures

- Presented for information. The report includes information on the past three years, excluding 2020 due to pandemic closures
- Trustee Linn questioned why In-House Use of Materials was so high for the Crossings Branch in 2021. The CEO will look into and report back to the Board

**5. AUTOMATIC APPROVAL AGENDA**

5.1. Reports of Standing committees

5.1.1 Advancement

- No report

5.1.2. Board/CEO Relations

- Regular meeting, met and reviewed the Board/CEO Relations committee Terms of Reference, the CEO's work plan and today's agenda

5.1.3. Finance

5.1.3.1. Variance Report

- December 2022 presented for information.

5.1.4. Governance

- No report

5.1.5. Strategic Planning

- No Report

5.1.6. Diversity, Equity and Inclusion

- No report

5.2. Chinook Arch Regional Library System Reports

- Trustee Cummins presented that he will attend his first meeting in April

5.3. Administration Reports

5.3.3. General & Administrative Report (newsletter)

- Ms. Dyke highlighted the success of the CBC launch event

5.4. Board Correspondence

- No report

5.5. Friends of the Library Update

- The Friends next meeting will be Thursday, February 9

5.6. Board Updates to City Council Social and Cultural Standing Policy Committee

- The consultants are drafting The Facilities Master plan, once completed it will come to the Board for approval to then be presented to the Social & Cultural Standing Policy Committee.

**5.7. MOVED by Trustee Chymboryk and SECONDED by Trustee Hendsbee to approve the written and oral reports in Section 5 of the Agenda**

**CARRIED**

**6. ACTION MOTIONS ARISING FROM REPORTS**

**7. CEO CONSTRAINT COMPLIANCE REPORT**

**7.1. NO REPORT**

**8. OTHER BUSINESS**

- There was a discussion reminding Board members they are to review the first DEI learning Module for discussion at the March Board meeting

**9 IN-CAMERA ITEMS**

**10 ADJOURNMENT**

**MOVED by Trustee Chymboryk that the meeting be adjourned at 5:58 pm**

**CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

**NEXT REGULAR BOARD MEETING DATE MARCH 8, 2023 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH**