

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, September 12, 2023 in the Friends Place at Lethbridge Public Library Crossings Branch.

Present from the Board: Craig Brown, Norma Quaroni, Daphne Hendsbee, Terrence Lazarus, Brendan Cummins, Angela Viola

Regrets from the Board: James Chymboryk

Absent from the Board: Yudith Ramos

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: Mark Mehrer, Resource Planning Group, via Zoom

1. CALL TO ORDER

- The 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 Cummins and SECONDED by Trustee Lazarus that the September 13, 2023 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – June 14, 2023

MOVED by Trustee Hendsbee and SECONDED by Trustee Viola that the minutes from the June 14, 2023 Board meeting be approved as presented

CARRIED

4. NEW BUSINESS

4.1. LPL Facilities Master Plan

- Presented for decision by the CEO and guest Mark Mehrer. Board asked for the following edits: highlight synergies with transit; include background information on the consultants and full appendices; clarify need for a new site for central branch.

MOVED by Trustee Lazarus and SECONDED by Trustee Viola that the Board approve the Facilities Master Plan, with edits as discussed

CARRIED

- 4.2. Output Measures
- Presented for information

5. AUTOMATIC APPROVAL AGENDA

- 5.1. Reports of Standing committees
- 5.1.1. Advocacy

5.1.1.1. C&C Report

- Presented by Trustee Quaroni. The report includes recommended changes to the Board Briefing Book.

MOVED by Trustee Quaroni and SECONDED by Trustee Hendsbee that the Board approve the revisions to the Board Briefing Book as presented

CARRIED

- Discussions were held on Board member attendance at Word on the Street; Board members will man the booth at the upcoming Community Conversations event and, once approved, the consultants will present the Facilities Master Plan to Council for information and filing.

5.1.2. Board/CEO Relations

- Regular meeting where the Facilities Master Plan and the CEO mid-year workplan updates were discussed

5.1.3. Finance

5.1.3.1. C&C Report

- Presented by Trustee Cummins

5.1.3.2. Variance Report

- Presented for information

5.1.4. Governance

- No report

5.1.5. Strategic Planning

- No report

5.1.6. Diversity, Equity and Inclusion

- Oral Report by Trustee Hendsbee. Board DEI modules three & four from CultureAlly were reviewed by the committee and returned with some feedback focusing on governance and local context. Pending the updates, module 3 will be included on the

October Board meeting agenda for discussion at the November meeting. CultureAlly to develop modules four and five for year end.

5.2. Chinook Arch Regional Library System Report

- Trustee Cummins presented the next Board meeting is Thursday September 14
- Ms. Plato informed the Board the process has started regarding the cost benefit analysis Council requested re: the City's membership in Chinook Arch.

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Ms. Dyke highlighted the library having had a busy summer with lots of opportunities to get out into the community.

5.4. Board Correspondence

5.4.1. Letters from Minister of Municipal Affairs & Advanced Education

- The letters include the return of R. McIver as the Minister of Municipal Affairs and, the approval of grant funding from the Community Adult Learning Program by Advanced Education

5.5. Friends of the Library Update

- Next Friends meeting, Thursday September 14

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

- Included for information is a letter from the City Clerk's office informing the Board the City will now be providing honorariums to volunteer Public Members of City Council Boards, Commissions and Committees
- Trustee Quaroni stated she will be donating her honorarium to the Library

5.7. **MOVED by Trustee Quaroni and SECONDED by Trustee Lazarus to Approve Written Reports**
"The Board accepts the written and oral reports in Section 5 of the Agenda"

CARRIED

6. ACTION MOTIONS ARISING FROM REPORTS

7. CEO CONSTRAINT COMPLIANCE REPORT – NO REPORT

8. OTHER BUSINESS

8.1 Word On The Street

- Reminder members are invited to the opening reception on Friday September 22 as well as volunteer opportunities on festival day to host author tents, help set up and/or tear down

9 IN-CAMERA ITEMS

10 ADJOURNMENT

MOVED by Trustee Cummins that the meeting be adjourned at 6:29 pm

CARRIED

Chair _____ Signature on File

Trustee _____ Signature on File

**NEXT REGULAR BOARD MEETING DATE OCTOBER 11, 2023 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY THEATRE GALLERY, MAIN
BRANCH**