



St. Albert Public Library Board: Minutes April 19, 2023

Adopted Minutes of the regular meeting in the Library Training Room

BOARD

Colleen McClure, Co-Chair

Deborah McTaggart-Baird, Co-Chair

Meagan Dechaine

Jennifer Freitas

Dawn Kawahara

Julie Mann-Johnson

Emma Frontana

STAFF

Peter Bailey, CEO

Kathleen Troppmann, Customer Services Manager

Leslie Greentree, Communications and Marketing Specialist

Rhonda Kozuska, HR and Financial Services Manager (recorder)

Guest: Anne Smith – Facilitator – St Albert Library Strategic Plan 2022 - 2026

1. CALL TO ORDER

The meeting was called to order Deborah McTaggart-Baird 7:01 PM

2. LAND ACKNOWLEDGMENT

3. ADOPTION OF AGENDA

(23-18) M. Dechaine moved adoption of the agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(23-19) C. McClure moved adoption of the amended minutes of March 15, 2023

CARRIED UNANIMOUSLY

5. NEW BUSINESS

5.1. Strategic Plan: Review of Library Service Roles

- A. Smith reviewed the discussions of library service roles from the two community engagement sessions and the community committee's recommendations
- Community committee arrived at 5 service roles with the understanding that due to Library capacity they may need to be reduced

(23-20) C. McClure moved to adopt the three top priority service roles recommended by the Community Planning Committee for the strategic plan and to attach to each service role goals and objectives that can be achieved with the resources available.

1. Create Young Readers
2. Participate and Connect
3. Pursue Truth and Reconciliation

CARRIED UNANIMOUSLY

5.2. Draft 2022 Report to the Community

- L. Greentree: The Annual report is in draft form. Greentree invited the Board to send any comments/concerns to her.

6. COMMITTEES

6.1 Internal Committee

6.1.1 Policy Review: Type II.8 – FOIP

(23-21) J. Freitas moved to accept the Carver policy as distributed and to adopt the updated retention schedule

CARRIED UNANIMOUSLY

6.2. External Committee

6.2.1 Friends of the Library report

- Board celebrated the Friends last week with cake and thanks from the Board
- 50/50 generated a good return of \$900
- Friends looking to donate \$4-5000 from the Casino account
- Purdy's Chocolates was another successful fundraiser

6.2.2. External Committee Report

- C. McClure attended the recent Chamber lunch, with Premier Smith the speaker

7. BUSINESS ARISING

7.1. Community Needs Assessment Report

(23-22) D. Kawahara moved to adopt the report as submitted

CARRIED UNANIMOUSLY

8. CONSENT

9. IN CAMERA

9.1 CEO Annual Review

(23-23) J. Mann-Johnson moved to go in camera 8:13 pm

CARRIED UNANIMOUSLY

(23-24) C. McClure moved to reconvene the regular meeting of the Library Board

CARRIED UNANIMOUSLY

Public meeting reconvened at 8:38 pm

(23-25) C. McClure moved that details of the in camera discussion of the CEO Annual Review remain confidential pursuant to Sections 19 and 24 of the Freedom of Information and Protection of Privacy Act (FOIP) R.S.A. 2000, C. F-25

CARRIED UNANIMOUSLY

(23-26) C. McClure moved to accept the Internal Committee's recommendations regarding the CEO Annual Review report

CARRIED UNANIMOUSLY

10. ADJOURNMENT

(23-27) D. McTaggart-Baird moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:40 pm

Date of next meeting: 7:00 pm Wednesday, May 17, 2023 – 2ND Floor Training Room

These minutes are certified true and correct

Board Chair