



## **St. Albert Public Library Board: Adopted Minutes January 17, 2024**

Minutes of the regular meeting in the Library Training Room

### **BOARD**

Deborah McTaggart-Baird, Co-Chair

Meagan Dechaine

Dawn Kawahara

Julie Mann-Johnson

Jennifer Freitas

Angela Benowski

Sherry Love

### **STAFF**

Peter Bailey, CEO

Cory Stier – IT and Operations Manager

Rhonda Kozuska, HR and Finance Manager (Recorder)

### **I. ORGANIZATIONAL MEETING**

Introductions.

P. Bailey assumed Chair for the Organizational meeting and called to order at pm

**BOARD CHAIR:** P. Bailey made the call for nominations:

D. Kawahara nominated D. McTaggart-Baird. Seconded by J. Mann-Johnson.

D. McTaggart-Baird accepted the nomination.

No further nominations came forward following 2 more calls.

D. McTaggart-Baird acclaimed as Co-Chair.

Invited Calls for nominations for Co-Chair.

M. Dechaine nominated D. Kawahara for Co-Chair. Seconded by J. Mann-Johnson.

D. Kawahara accepted the nomination

No further nominations came forward following 2 more calls

D. Kawahara acclaimed as Co – Chair.

D. McTaggart-Baird assumed Chair for regular board meeting

Committees –

Internal Committee: D. McTaggart Baird – Chair, J. Freitas, M. Dechaine, A. Benowski

External Committee: D. Kawahara – Chair, J. Mann-Johnson, S. Love.

Board council pairings –

D. McTaggart-Baird explained protocol with the informal Council pairings.

## REPRESENTATIVES

Friends of the Library

J. Mann-Johnson

Metro Edmonton Federation of Libraries Representative

(\*must be Board Chair)

The Alberta Library (TAL)

(\*must be the CEO)

Alberta Library Trustees Association (ALTA) representative

SAPL not a member in 2024

### 1. CALL TO ORDER

The meeting was called to order by D. McTaggart-Baird 7:19 pm

### 2. LAND ACKNOWLEDGMENT

**Guest:** Graeme Matichuk, President of the Friends - welcomed new board members and thanked M. Dechaine for her time and dedication to the Friends, and officially welcomed J. Mann-Johnson to the Friends this year.

### 3. ADOPTION OF AGENDA

(24-01) M. Dechaine moved adoption of the agenda

CARRIED UNANIMOUSLY

### 4. ADOPTION OF MINUTES

(24-02) D. Kawahara moved adoption of the minutes of December 20, 2023

CARRIED UNANIMOUSLY

### 5. NEW BUSINESS

Board Retreat – March 23, 2024:

- Suggested a focus on Intellectual freedom
- Expression of interest to review the Mission, Vision and Values in the Strategic Plan

## 6. COMMITTEES

### 6.1. Internal Committee

- 6.1.1. Carver Policy Review: Policy Type IV:
  - a. Delegation to the CEO
  - b. CEO Job Contribution
  - c. Monitoring CEO Performance

**(24-03) J. Freitas moved to accept the policies as distributed**  
CARRIED UNANIMOUSLY

### 6.2. External Committee

- 6.2.1. Friends of the Library report
- 6.2.2. External Committee Report

## 7. BUSINESS ARISING

### 7.1. 2023 Budget Report

- P. Bailey highlighted the areas of the 2023 statement of operations
- Will post the position of Programs Librarian by the end of the week

## CONSENT

Question about eResources: how is our budget supporting increased costs?

Answer: The 2024 budget included an increase to the eResources budget

Comment: Liked the synergy of the babysitting kits in working with other agencies

Question: Any indication of why we haven't rebounded to 2019 levels?

Answer: 2023 saw a bigger leap towards pre-Covid stats, staff changes also affects numbers of programs and attendance.

Jensen Lakes library is helping significantly to build the numbers back

## 7. CORRESPONDENCE

## 8. ADJOURNMENT

**(24-04) J. Mann-Johnson moved to adjourn**  
CARRIED UNANIMOUSLY

Meeting adjourned at 8:04 by D. McTaggart-Baird

**Date of next meeting: 7:00 pm Wednesday, February 21, 2024 – 2nd Floor Training Room**

These minutes are certified true and correct

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Board Chair