

A regular meeting of the City of Lethbridge Library Board was held at 5:00 p.m. Wednesday, December 13, 2023 at Luigis Steakhouse, 1119 Mayor Magrath Dr. South, Lethbridge AB.

**Present from the Board:** Craig Brown, Yudith Ramos, James Chymboryk, Terrence Lazarus, Angela Viola, Norma Quaroni

**Regrets from the Board:** Brendan Cummins, Daphne Hendsbee

**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 Chair called the meeting to order at 5:05 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

- The Chair added Agenda Item 4.3 Temporary Resident Card to the agenda  
**MOVED by Trustee Chymboryk and SECONDED by Trustee Lazarus that the December 13, 2023 Board Meeting Agenda be approved as amended**

CARRIED

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Regular Board Meeting – November 8, 2023

**MOVED by Trustee Viola and SECONDED by Trustee Ramos that the minutes from the November 8, 2023 Board meeting be approved as presented**

CARRIED

#### 4. NEW BUSINESS

##### 4.1. 2024 Calendar of Library Closures

**MOVED by Trustee Lazarus and SECONDED by Trustee Chymboryk that the 2024 Calendar of Library Closures be approved as presented**

**CARRIED**

4.2. 2024 Schedule of Board Meetings

**MOVED by Trustee Viola and SECONDED by Trustee Lazarus that the 2024 Schedule of Board Meetings be approved as presented**

**CARRIED**

4.3. Recommendation for changes to Temporary Resident membership

- The CEO presented. The report includes information on ongoing losses to the library's videogame collections and recommendations to implement borrowing restrictions for a trial period

**MOVED by Trustee Chymboryk and SECONDED by Trustee Viola that the Board approve a trial period (for a period of six months) for borrowing restrictions on video games and Internet on the Go devices for Temporary Resident membership types**

**CARRIED**

**5. AUTOMATIC APPROVAL AGENDA**

5.1. Reports of Standing committees

5.1.1. Advocacy

- Oral report by Trustee Lazarus. The Friends now have an Advocacy Committee and have asked Trustee Lazarus to be an ex officio member.
- Oral report by Trustee Quaroni. The report included an example of an elevator speech.

5.1.2. Board/CEO Relations

- Oral report by the Chair. The Chair was updated on the recent presentation to Council by the CEO and Vice-Chair, and the Chair and Vice-Chair attended interviews for the last vacant spot on the library board.

5.1.3. Finance

5.1.3.1. C&C Report

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

- No report

#### 5.2. Chinook Arch Regional Library System Reports

- Work is continuing on the cost benefit analysis and will be reported to council in quarter 1 of 2024

#### 5.3. Administration Reports

##### 5.3.1. General & Administrative Report (newsletter)

- Ms Dyke highlighted the Lorax award winners and the many nominees.
- Trustee Viola offered kudos on information included on managing stress during the holidays.

#### 5.4. Board Correspondence

- No report

#### 5.5. Friends of the Library Update

- Trustee Lazarus presented for information the Friends are still in need of photocopy paper boxes for storing their materials, and voiced appreciation for the volume of materials the Friends handle for the Booktique and book sales.

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

- No report

#### 5.7. **MOVED by Trustee Viola 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**

- Presented for information. The report includes the Constraint Compliance report on staff relations

**MOVED by Trustee Quaroni and SECONDED by Trustee Chymboryk that the Board accept the CEO Constraint Compliance report as presented**

**CARRIED**

### 8. **OTHER BUSINESS**

#### 8.1 Departing Board Member

- The Chair thanked outgoing Board member James Chymboryk for his time on the Board. The Board wishes James well in all his future endeavours

### 9 **IN-CAMERA ITEMS**

- No report

10 **ADJOURNMENT**

**MOVED by Trustee Chymboryk** that the meeting be adjourned at 5:37 pm

**CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

**NEXT REGULAR BOARD MEETING DATE JANUARY 10, 2024 - 5:30 P.M. IN THE COMMUNITY MEETING ROOM, MAIN BRANCH**