

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, March 9, 2022 in the Community Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Angela Viola, Donna Linn, Daphne Hendsbee, Terrence Lazarus, Brendan Cummins, Wendy Kalkan, James Chymboryk

Regrets from the Board: Craig Brown, Carol Koran

Absent from the Board:

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

Regrets from Administration: Debi Charlesworth (*Manager: Corporate Services*)

Recording Secretary: Kat Short (*Executive Assistant*)

Guests:

1. CALL TO ORDER

- The Vice chair called the meeting to order at 5:27 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 SECONDED by Trustee Chymboryk the
March 9, 2022 Board Meeting Agenda be approved as presented**

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – February 9, 2022

**MOVED by Trustee Linn and SECONDED by Trustee Cummins that the minutes from the
February 9, 2022 Board meeting be approved as amended**

CARRIED

At the request of Trustee Kalkan, the amendment includes the deletion of Trustee Kalkan as the mover of the motion for Agenda item 5.8 Motion to Approve Written Reports

**MOVED by Trustee Lazarus and SECONDED by Trustee Cummins to approve the written
reports in Section 5 of the Agenda of February 9, 2022**

CARRIED

4. NEW BUSINESS

4.1. Closed Sessions Update

- The CEO presented for information the City's response regarding closed or in-camera meetings.

4.2. Covid-19 Vaccination Policy

- Presented for information. The report includes information on the City rescinding the Covid-19 Vaccination Policy for City employees, which the library also adopted for staff.
- The Board was asked to consider whether they would like to rescind Board Policy LB33 COVID-19 Vaccination Policy for Board Trustees. Trustee Lazarus recommended changing the wording in the policy to reflect encouragement for Board members to be vaccinated for both flu shots and pandemic boosters. After a discussion, Trustee Cummins recommended that the Board Governance Committee discuss and develop a revised policy if appropriate.

MOVED by Trustee Kalkan and SECONDED by Trustee Chymboryk that policy LB33 – COVID-19 Vaccination Policy for Trustees be rescinded

CARRIED
One opposed

5. AUTOMATIC APPROVAL AGENDA

5.1. Reports of Standing committees

5.1.1. Advancement

- Trustee Hendsbee presented for information.

5.1.2. Board/CEO Relations

- Regular positive meeting. The agenda and the COVID vaccination policy were discussed.

5.1.3. Finance

- Trustee Chymboryk presented for information. Trustee Cummins was unable to attend and asked that the report reflect that.

5.1.3.1. Variance Report

5.1.3.2. 2022 Budget Adjustments

MOVED by Trustee Chymboryk and SECONDED by Trustee Cummins that the Board accept and approve the recommended budget adjustments for 2022 as presented

CARRIED

5.1.3.3. BAU & Trusts Report

- Trustee Chymboryk Presented for information. The report includes information on the Trust Accounts as of December 31, 2021

5.1.4. Governance

- No report

5.1.5. Strategic Planning

- No report

5.2. Chinook Arch Regional Library System Reports

- No report other than the next meeting will be in early April

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Michelle highlighted staff are excited to get back to “normal”. Books for Babies started up again. Trustee Cummins praised the customer service article included.

5.4. Board Correspondence

5.4.1. Letter from Minister McIver re: Budget 2022

- Letter from the Minister informing on 2022-23 provincial public library operating grant funding.

5.5. Friends of the Library Update

- Trustee Kalkan presented. The report includes: Friends met on February 15; they have a survey - what would you like to see the Friends do and fundraising action questions; there are plans to have a books sale May 14 & 15, they will sell tickets on Eventbrite for \$5, and the ticket value can be redeemed for books; Barb Gibson is heading booksales; the next meeting is April 20 in person at the Crossings.

5.6. ALTA Update

- Trustee Kalkan reported: webinars are often recorded and can be accessed again; there was no meeting in February and, for any interested Board members to please consider representing southern Alberta when a new representative is needed in December.

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

- CEO presented for information. The Library will submit an agenda item for the April 27 Cultural & Social Standing Policy Committee meeting where the CEO and Chair will present the 2021 Report to the Community. We plan to do presentations throughout the year to follow up with messaging around Councils strategic priorities and how the library aligns with those, to present the Plan of Service and to ensure council is informed about all the work the library is doing. Friends of the Library and Board members are invited to attend

5.8. Motion to Approve Written Reports “The Board accepts the written reports in Section 5 of the Agenda”

MOVED by Trustee Cummins and SECONDED by Trustee Lazarus to approve the written and oral reports in Section 5 of the Agenda

CARRIED

6. ACTION MOTIONS ARISING FROM REPORTS

- As discussed in Agenda item 4.2, the Board recommends the Governance Committee discuss and develop a revised policy, if appropriate, to encourage Board member vaccination as an ongoing health and safety concern.

7. CEO CONSTRAINT COMPLIANCE REPORT

- No report

8. OTHER BUSINESS

8.1 Southern Alberta Library Conference

- Information on the upcoming conference is Included for information. Board members are welcome to attend

9 IN-CAMERA ITEMS

- No Report

10 ADJOURNMENT

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:28 pm

CARRIED

Chair _____

Trustee _____

NEXT REGULAR BOARD MEETING DATE APRIL 13, 2022 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH