

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

Present from the Board: Craig Brown, Daphne Hendsbee, Wendy Kalkan, James Chymboryk, Yudith Ramos, Brendan Cummins

Regrets from the Board: Carol Koran, Angela Viola, Terrence Lazarus

Absent from the Board: Donna Linn

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: Resource Planning Group (RPG) representatives Andrew Brown and Mark Mehrer via videoconferencing

1. CALL TO ORDER

- The Chair called the meeting to order at 5:30 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 moved Agenda Item: 5.1.5.1. Facilities Master Plan update (Resource Planning Group) to follow immediately after the minutes

MOVED by Trustee Chymboryk and SECONDED by Trustee Hendsbee that the November 9, 2022 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – October 12, 2022

Amendment to correct Agenda item 3.1 date to 2022

MOVED by Trustee Chymboryk and SECONDED by Trustee Ramos that the minutes from the October 12, 2022 Board meeting be approved as amended

CARRIED

4. NEW BUSINESS

4.1. 2023-2026 Membership Fees

MOVED by Trustee Kalkan and SECONDED by Trustee Hendsbee that the Board approve free memberships for 2023

CARRIED

5. AUTOMATIC APPROVAL AGENDA

5.1. Reports of Standing committees

5.1.1. Advancement

- No report

5.1.2. Board/CEO Relations

- Regular meeting where the Master Plan was discussed

5.1.3. Finance

5.1.3.1. Variance Report

- Presented for information
- Forecasting a variance covered by prior year surplus due to COVID; the remaining surplus will be returned to the City

5.1.4. Governance

5.1.4.1. LB26 Media Relations and Social Media Usage

- Trustee Kalkan asked for clarity when referring to either the City of Lethbridge Library Board or Lethbridge Public Library

MOVED by Trustee Cummins and SECONDED by Trustee Chymboryk that the Board approves the revisions to LB26 Media Relations: Board Chair as amended

- Amendments include changing *freedom of speech* to *freedom of expression*

CARRIED

5.1.5. Strategic Planning

5.1.5.1. Facilities Master Plan update (Resource Planning Group)

- Guests Andrew Brown and Mark Mehrer presented the Facilities Master Plan work to date and asked for feedback from board members

5.1.6. Diversity, Equity and Inclusion

- No report, the Committee to meet tomorrow

5.2. Chinook Arch Regional Library System Reports

- Trustee Kalkan presented information on training upcoming on November 21, 22 & 23. To ensure all board members receive the information, the CEO will forward to all members

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Michelle highlighted the first Library Workers Day which staff appreciated; credit to Michelle, Debi and Jill for all the work that went into organizing it

5.4. Board Correspondence

- Letter included from the new Minister of Municipal Affairs Rebecca Schulz which reconfirms that libraries will remain under Municipal Affairs

5.5. Friends of the Library Update

- Trustee Kalkan presented for information the Friends AGM to be on November 14; she encourages all Board members to attend. She asked if the Friends are to be involved in volunteering for the BMFF; the CEO will confirm and let her know

5.6. ALTA Update

- Trustee Kalkan presented the following: any Board members interested in being on the ALTA board to let her know ASAP; webinars are posted on YouTube and the next coffee chat will be November 17 at 7 pm

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

- No report

5.8. MOVED by Trustee Chymboryk and SECONDED by Trustee Hendsbee to approve the written and oral reports in Section 5 of the Agenda

CARRIED

6. ACTION MOTIONS ARISING FROM REPORTS

- No report

7. CEO CONSTRAINT COMPLIANCE REPORT

EXECUTIVE SUCCESSION PLAN

MOVED by Trustee Cummins and SECONDED by Trustee Chymboryk that the Board accept the Executive Succession Plan as presented

CARRIED

8. OTHER BUSINESS

9 IN-CAMERA ITEMS

10 ADJOURNMENT

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:31 pm

CARRIED

Chair _____

Trustee_____

NEXT REGULAR BOARD MEETING: DATE DECEMBER 14, 2022 AT 5:00 P.M., LUIGI’S STEAKHOUSE, 1119 MAYOR MAGRATH DR. S.