

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, October 12, 2022 in the Community Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Judith Ramos, Terrance Lazarus, Donna Linn, Brendan Cummins, Wendy Kalkan, Daphne Hendsbee, Carol Koran, James Chymboryk, Angela Viola, Craig Brown

Regrets from the Board:

Absent from the Board:

Present from Administration: Terra Plato (*CEO*) – *via Microsoft Teams*
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 5:30 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

MOVED by Trustee Chymboryk and SECONDED by Trustee Lazarus that the October 12, 2022 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – September 14, 2022

MOVED by Trustee Koran and SECONDED by Trustee Cummins that the minutes from the September 14, 2021 Board meeting be approved as amended

CARRIED

- Amendments include correcting the meeting location to the Crossings Branch and including who left the meeting prior to the in-camera portion

4. NEW BUSINESS

- 4.1. LPL Lorax Award Committee representation
- The Committee will include Trustees Linn and Lazarus
- 4.2. Library Concerns
- The Chair presented for information and discussion. In response to concerns that have been raised in the media and by City Council, the report includes a summary of the measures implemented by the Library addressing both safety concerns and the library's hiring practices. With concerns raised at council, the Governance committee will meet to go over the library's media policy. Trustee Hendsbee offered her assistance if wanted.
- 4.3. Bylaw Updates
- MOVED by Trustee Hendsbee and SECONDED by Trustee Lazarus that the Board approves the update to Schedule A of the Library Bylaws as presented**

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 library concerns per agenda item 4.2 were discussed
- 5.1.2.1 Nominations Committee
- The Committee will be Trustees Chymboryk and Linn
- 5.1.3. Finance
- 5.1.3.1. Variance Report
- Presented for information
- 5.1.3.2. Staff Recognition Policy
- MOVED by Trustee Chymboryk and SECONDED by Trustee Lazarus that the Board approve the revisions to Library Policy LOP-LHR21 as presented**

CARRIED

- 5.1.3.3. BAU/Capital
- Debi Charlesworth presented

MOVED by Trustee Chymboryk and seconded by Trustee Koran that the Board approves the transfer of the Staffing Succession Plan BAU (\$22,074) to the Crossings Unoccupied Space Renovations Capital Account

CARRIED

MOVED by Trustee Chymboryk and SECONDED by Trustee Koran that the Board approves the Budget Appropriation Unexpended (BAU) and Capital Lifecycle accounts be carried forward as presented

CARRIED

5.1.4. Governance

- No report

5.1.5. Strategic Planning

5.2. Chinook Arch Regional Library System Reports

- Trustee Kalkan presented the Chinook Arch Board report and the Page Turner eNewsletter

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Michelle highlighted the following: it was great to have WOTS back in person; Indigenous Services staff did a great job organizing the TRC round dance held in the library and, *This is not a Ceremony* will only be available for viewing until the end of October

5.4. Board Correspondence

- No report

5.5. Friends of the Library Update

- Friends have not met since WOTS. Trustee Kalkan encourages Board members to attend the upcoming AGM

5.6. ALTA Update

- Trustee Kalkan let Board members know there is a representative for the Southern Region position coming open December 1. If interested, please let her know by mid-November.

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

- No information as of yet on budget

5.8. MOVED by Trustee Cummins and SECONDED by Trustee Viola to approve 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 CEO's responsibilities and constraints re: staff compensation

8. **OTHER BUSINESS**

9 **IN-CAMERA ITEMS**

10 **ADJOURNMENT**

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:20 pm

CARRIED

Chair _____

Trustee _____

**NEXT REGULAR BOARD MEETING DATE NOVEMBER 9, 2022 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY THEATRE GALLERY, MAIN
BRANCH**