

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, April 10, 2024 in the Community Meeting Room at Lethbridge Public Library Main Branch.

**Present from the Board:** Terrence Lazarus, Lindsay Hoffner, Yudith Ramos, Craig Brown, Norma Quaroni, Keith Gardner, Kassandra Tait, Brendan Cummins, Shandi Bleiken

**Regrets from the Board:** Angela Viola

**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 5:34 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 Gardner and SECONDED by Trustee Bleiken that the April 10, 2024 Board Meeting Agenda be approved as amended**

- Bill 18 – Provincial Priorities Act, added as agenda item 8.1.

**CARRIED**

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Regular Board Meeting – March 13, 2024

**MOVED by Trustee Gardner and SECONDED by Trustee Tait that the minutes from the March 13, 2024 Board meeting be approved as presented**

**CARRIED**

#### 4. NEW BUSINESS

##### 4.1. Report to the Community 2023

**MOVED by Trustee Quaroni and SECONDED by Trustee Bleiken that the Board approve the Report to the Community 2023 as amended**

- Amendment included a correction of a typo on page 4

**CARRIED**

**5. AUTOMATIC APPROVAL AGENDA**

**5.1. Reports of Standing committees**

**5.1.1. Advocacy**

- Oral report by Trustee Tait. The report included an example of an elevator speech and, a sign-up sheet was included for hosting the booth at the Community Conversations event April 25
- Next meeting, April 19

**5.1.2. Board/CEO Relations**

- Oral report by the Chair. The Chair, Vice-Chair and CEO met and discussed the agenda, the reopening of the Crossings Branch event and staff issues.

**5.1.3. Finance**

- 2024-2026 Budget Adjustments

**MOVED by Trustee Lazarus and SECONDED by Trustee Cummins that the Board approve the recommended 2024-2026 budget adjustments as presented**

**CARRIED**

- 2023 Trust, BAU & Capital Report

**MOVED by Trustee Lazarus SECONDED by Trustee Cummins that the Board approve \$9,828.00, from the Technology Evergreening – Capital Lifecycle reserve, for the replacement of an Uninterruptable Power Supply (UPS)**

**CARRIED**

- 2023 Endowment Funds Report

**5.1.4. Governance**

- Next meeting, April 15

**5.1.5. Strategic Planning**

- Next meeting, April 15

**5.1.6. Diversity, Equity and Inclusion**

- Next meeting, April 17

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

- Oral report by Trustee Cummins. At the April 4 meeting the executive discussed: they are planning for summer programming, Kainai has over 12,000 items in need of a space in order

to move forward and, concerns regarding the upcoming Chinook Arch cost-benefit report to Lethbridge Council.

#### 5.3. Administration Reports

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

- Ms. Dyke highlighted: new computers for Children's department, the Indigenous services team are busy creating an Indigenous space at the Crossings Branch and, per the Board request from the March meeting, a letter of thanks was sent to Jordan MacKinnon-Brown et al on their programming success.

#### 5.4. Board Correspondence

- Letter from Minister of Municipal Affairs Ric McIver. The letter includes information on proposed amendments to the Libraries Act.

#### 5.5. Friends of the Library Update

- The scheduled meeting was postponed.
- The CEO let the Board know the Friends were extremely happy with the Friends recognition at the Crossings reopening.

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

- The CEO will be submitting the Value for Service Report to the Economic & Finance Committee the afternoon of April 11. All Board members are encouraged to attend.

#### 5.7. **MOVED by Trustee Lazarus and SECONDED by Trustee Bleiken 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

- NO REPORT

### 8. OTHER BUSINESS

#### 8.1 Bill 18 – Provincial Priorities Act

- Trustee Gardner asked if Bill 18, which would require provincial entities to obtain prior approval from the AB Government before entering into, amending, extending or renewing an agreement with the federal government, would affect LPL operations. Generally LPL only receives a couple of grants from the feds which are administered through national bodies.

### 9 IN-CAMERA ITEMS

### 10 ADJOURNMENT

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

**CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

CEO \_\_\_\_\_

**NEXT REGULAR BOARD MEETING DATE:** MAY 8, 2024, AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING  
ROOM, MAIN BRANCH