

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, April 12, 2023 in the Community Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Craig Brown, Angela Viola, James Chymboryk, Brendan Cummins, Carol Koran, Norma Quaroni, Donna Linn, Terrence Lazarus, Yudith Ramos

Regrets from the Board: 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: Vic Mensch, Chair of the Friends of Lethbridge Public Library

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 5.5 to follow agenda item 3.1
MOVED by Trustee Chymboryk and SECONDED by Trustee Lazarus that the April 12, 2023 Board Meeting Agenda be approved as amended

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – March 8, 2023

MOVED by Trustee Quaroni and SECONDED by Trustee Linn that the minutes from the March 8, 2023 Board meeting be approved as presented

CARRIED

5.5. Friends of the Library update

- Vic Mensch, chair of the Friends of LPL, presented. The Friends are volunteers interested in helping to promote the library and its mission, to provide funds to benefit the library, and to put time into income generating programs such as book sales. The Friends have a casino

June 14 and 15; please contact Trustee Lazarus if you are able to volunteer for one or both dates.

4. NEW BUSINESS

4.1. Report to the Community 2022

MOVED by Trustee Lazarus and SECONDED by Trustee Viola that the Board approve the Report to the Community 2022 as presented

CARRIED

4.2. Library Closure Calendar

- The CEO requested a change to the Library's 2023 closure calendar to accommodate a two hour morning staff meeting in August.

MOVED by Trustee Linn and SECONDED by Trustee Chymboryk that the Board approve the amended 2023 Library Closure calendar as presented

CARRIED

4.3. Library Fencing

- The CEO presented for information. The report includes information on the why and where fencing is being considered for the Main Branch. Will allow the space to be reactivated for programming during library hours.

5. AUTOMATIC APPROVAL AGENDA

5.1. Reports of Standing committees

5.1.1. Advancement

- No report

5.1.2. Board/CEO Relations

- Positive meeting where the library looking into fencing was discussed.

5.1.3. Finance

5.1.3.1. C&C Report

- Included in the package for information. The committee will be revisiting no fee memberships at an upcoming board meeting.

MOVED by Trustee Cummins and SECONDED by Trustee Lazarus that the Board approve the budget adjustments as presented

CARRIED

5.1.4. Governance

- No report

5.1.5. Strategic Planning

5.1.5.1. C&C Report

- Included in the package for information.

5.1.5.2. Terms of Reference

- The committee reviewed the Terms of Reference and recommends a change to the composition statement requiring two rather than three Board Trustees.

MOVED by Trustee Lazarus and SECONDED by Trustee Cummins that the Board approve the updates to the Strategic Planning Committee Terms of Reference as presented

CARRIED

5.1.5.3. Plan of Service Progress Report

- The committee recommended updates to the Plan of Service include removing two measures under Strategy 5 and replacing them with measures that focus on increased equitable representation.

MOVED by Trustee Lazarus and SECONDED by Trustee Viola that the Board approve the updates to the 2022-2026 Plan of Service as presented

CARRIED

5.1.6. Diversity, Equity and Inclusion

5.1.6.1. C&C Report

- Included in the package for information.

MOVED by Trustee Viola and SECONDED by Trustee Cummins that the Board policy recommendations from CultureAlly be referred to the Governance Committee for implementation

CARRIED

5.1.6.2. DEI Strategy and Roadmap

- Included in the package for information

5.2. Chinook Arch Regional Library System Reports

- Presented by Trustee Cummins. The report included: the upcoming Casino fundraiser, Magrath Public Library looking at ways to separate the school and library collections, Chinook Arch is providing device training, Kainai is looking to move the library to a new branch location, and advocacy materials are available for members to advocate for libraries before the upcoming election.

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Ms. Dyke highlighted diversity initiatives library staff have been involved with

5.4. Board Correspondence

- No report

5.5. Friends of the Library Update – moved in agenda to follow 3.1

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

- The Report to the Community and Facilities Master Plan will be presented in June.

5.7. MOVED by Trustee Koran and SECONDED by Trustee Linn 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

7.1. NO REPORT

8. OTHER BUSINESS

- Reminder of the volunteer Appreciation week invitation included in package.

9. IN-CAMERA ITEMS

10. ADJOURNMENT

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:34

CARRIED

Chair _____

Trustee _____

**NEXT REGULAR BOARD MEETING DATE MAY 10, 2023 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM,
MAIN BRANCH**