

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, June 12, 2024 in the Community Meeting Room at Lethbridge Public Library Main Branch.

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

**Regrets from the Board:** Angela Viola

**Absent from the Board:**

**Present from Administration:** Terra Plato (*CEO*)  
Debi Charlesworth (*Manager: Corporate Services*)

**Regrets from Administration:** Michelle Dyke (*Senior Manager: Public Services*)

**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 Bleiken and SECONDED by Trustee Lazarus that the June 12, 2024 Board Meeting Agenda be approved as presented**

**CARRIED**

**3. APPROVAL OF THE MINUTES**

**3.1. Regular Board Meeting – May 8, 2024**

**MOVED by Trustee Hoffner and SECONDED by Trustee Tait that the minutes from the May 8, 2024 Board meeting be approved as presented**

**CARRIED**

**4. NEW BUSINESS**

**4.1. 2024 Library Closure Calendar Update**

**MOVED by Trustee Lazarus and SECONDED by Trustee Gardner that the Board approves the revised 2024 Library Calendar as amended**

**CARRIED**

4.2. Library Usage 2023

- A summary of Library Usage stats from 2023 was presented, including an average daily breakdown.

5. AUTOMATIC APPROVAL AGENDA

5.1. Reports of Standing committees

5.1.1. Advocacy

- Presented for information by Trustee Tait. The committee met and: reviewed the Community Conversations event, discussed ways the Board can be better informed on what is happening in the library and opportunities for board advocacy training.
- The Board viewed a short TED Talk on “What to Expect from 21<sup>st</sup> Century Libraries”.
- The CEO let the Board know that once the schedule is set for the Outdoor multi-use space celebration is set it will be sent out.

5.1.2. Board/CEO Relations

- Oral report by the Chair. The Chair, Vice-Chair and CEO met and discussed the agenda and policy updates.

5.1.3. Finance

- Presented by Trustee Lazarus. The report includes the Board expenses to date.
- Variance Report was presented for information
- A new policy, LB36 Library Development Fund, was recommended to the Board for adoption.

**MOVED by Trustee Lazarus and SECONDED by Trustee Cummins that the Board adopts LB36 Library Development Fund policy as presented**

**CARRIED**

5.1.4. Governance

- C&C report
- Trustee Quaroni presented on behalf of the committee Chair. The Committee met and reviewed and recommended changes to policies LB1 through LB10, BL21, LB24 and LB34 and drafted a new policy, LB35 Public Programs Policy.

**MOVED by Trustee Quaroni and SECONDED by Trustee Bleiken that the Board approves changes to policies LB1 through LB10 as presented**

**CARRIED**

**MOVED by Trustee Quaroni and SECONDED by Trustee Bleiken that the Board adopts LB35 Public Programs policy as presented**

**CARRIED**  
**One opposed**

**MOVED by Trustee Quaroni and SECONDED by Trustee Bleiken that the Board approves changes to policy LB21 Collection Development as presented**

**CARRIED**  
**Two Opposed**

**MOVED by Trustee Lazarus and SECONDED by Trustee Ramos to amend Policy LB21. The amendment includes changing the time limits on requests for reconsideration from three years to one.**

**MOTION FAILED**  
**3 In Favor, 4 Opposed**

**MOVED by Trustee Quaroni and SECONDED by Trustee Cummins that the Board approves changes to policy LB24 Public Meeting Place Use as presented**

**CARRIED**

- The committee recommended updates to the Board's Procedural Manual, Section 34, Debate on Motions.

**MOVED by Trustee Quaroni and SECONDED by Trustee Lazarus that the Board approves changes to the Board Procedural Manual as presented**

**CARRIED**

5.1.5. Strategic Planning

- No report

5.1.6. Diversity, Equity and Inclusion

- Committee Chair Bleiken led a discussion on DEI Learning Module #4 – Indigenous Communities & Reconciliation
- The Chairs of the Strategic Planning and DEI Committees will meet to examine and refine the wording/language in module

5.2. Chinook Arch Regional Library System Reports

- Oral report from Trustee Cummins. The Executive to meet sometime toward the end of the summer and, Chinook has been targeted by phishing, if you receive emails from Chinook Arch ensure the address is correct.

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- CEO highlighted Pride month events and, Indigenous Peoples Day on June 21.
- 5.4. Board Correspondence
- None received
- 5.5. Friends of the Library Update
- Oral report by Trustee Lazarus, the Friends will meet next on June 13.
- 5.6. Board Updates to City Council Safety and Social Standing Policy Committee
- 5.7. **MOVED by Trustee Cummins and SECONDED by Trustee Lazarus 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 Board Chair Evaluation
- Board members are asked to fill and return to Executive Assistant
- 8.2 Board Skills matrix
- Board members are asked to fill and return to Executive Assistant
9. IN-CAMERA ITEMS
10. ADJOURNMENT
- MOVED by Trustee Cummins that the meeting be adjourned at 7:05 pm**
- CARRIED**

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

CEO \_\_\_\_\_

**NEXT REGULAR BOARD MEETING DATE:** SEPTEMBER 11, 2024 AT 5:30 P.M. IN THE FRIENDS PLACE, CROSSINGS BRANCH