

A regular meeting of the City of Lethbridge Library Board was held at 5:00 p.m. Wednesday June 8, 2022 in the Theatre Gallery at Lethbridge Public Library Main Branch.

**Present from the Board:** Craig Brown, Wendy Kalkan, James Chymboryk, Terrence Lazarus, Brendan Cummins, Angela Viola, Donna Linn, Daphne Hendsbee

**Regrets from the Board:** Carol Koran, Yudith Ramos

**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:** Representatives from Resource Planning Group (RPG) Andrew, Mark, and John

#### 1. CALL TO ORDER

- The Chair called the meeting to order at 5:00 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 added agenda item 4.3 Skills Matrix  
**MOVED by Trustee Lazarus and SECONDED by Trustee Chymboryk that the June 8, 2022 Board Meeting Agenda be approved as amended**

**CARRIED**

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Regular Board Meeting – May 11, 2022

**MOVED by Trustee Cummins and SECONDED by Trustee Linn that the minutes from the May 11, 2021 Board meeting be approved as presented**

**CARRIED**

#### 4. NEW BUSINESS

##### 4.1. Report from DEI delegates

**MOVED by Trustee Kalkan and SECONDED by Trustee Cummins that the Board approve the Terms of Reference and the creation of a DEI Standing Committee of the Board**

**CARRIED**

- Trustee's Kalkan and Cummins will remain as members of the committee and recommend asking Trustee Ramos to join the committee; Trustee Hendsbee will also be asked if she wishes to remain on the committee

**4.2. Board Chair Evaluation**

- The form was included in the agenda and circulated to the Board members to fill out and return to the Executive Assistant who will then forward anonymously to the Board Chair

**4.3. Board Skills Matrix**

- The Chair thanked the Board for their input with the creation of a Skills Matrix. Included in the agenda is a form circulated to the Board members to fill out based on their skills, knowledge, experience and background. Members are asked to return to the Chair as soon as possible, Chair will then forward on to the City.

**5. AUTOMATIC APPROVAL AGENDA**

**5.1. Reports of Standing committees**

**5.1.1. Advancement**

- No report

**5.1.2. Board/CEO Relations**

- No report

**5.1.3. Finance**

**5.1.3.1. Variance Report**

- Trustee Chymboryk presented for information. The report includes Board expenses to date

**5.1.4. Governance**

- No report

**5.1.5. Strategic Planning**

- No report

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

- The Chinook Arch Board Report included in the agenda. The Board to meet next in August

**5.3. Administration Reports**

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

- Michelle highlighted the successful return of the Big Truck Petting Zoo as well as Red Dress Day

- Trustee Cummins added that he had heard praises for the Red Dress installation from a student

5.4. Board Correspondence

- No report

5.5. Friends of the Library Update

- The Friends to next meet June 14

5.6. ALTA Update

- Trustee Kalkan encourages all Board members to attend the AGM on Saturday, June 11. Trustee Lazarus has been attending web conferences and also highly recommends attending and offered kudos for the financial reporting provided to this Board

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

- No report

5.8. Motion to Approve Written Reports “The Board accepts the written reports in Section 5 of the Agenda”

**MOVED by Trustee Chymboryk and SECONDED by Trustee Viola to approve the written reports in Section 5 of the Agenda**

**CARRIED**

**6. ACTION MOTIONS ARISING FROM REPORTS**

- No report

**7. CEO CONSTRAINT COMPLIANCE REPORT**

- No report

**8. OTHER BUSINESS**

- No report

**8 IN-CAMERA ITEMS**

**9 ADJOURNMENT**

**MOVED by Trustee Chymboryk that the meeting be adjourned at 6:18 pm**

**CARRIED**

The meeting was followed by a presentation from Resource Planning Group (RPG) representatives, Andrew, Mark and John, related to the Library’s Facilities Master Plan

Chair \_\_\_\_\_

Trustee \_\_\_\_\_

**NEXT REGULAR BOARD MEETING DATE SEPTEMBER 14, 2022 AT 5:30 P.M. FRIENDS PLACE, CROSSINGS BRANCH**