

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, March 13, 2024 in the Community Meeting Room at Lethbridge Public Library Main Branch.

Present from the Board: Craig Brown, Terrence Lazarus, Cassandra Tait, Shandi Bleiken, Keith Gardner, Yudith Ramos, Angela Viola, Brendan Cummins

Regrets from the Board: Norma Quaroni, Lindsay Hoffner

Absent from the Board:

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

Regrets from Administration: Terra Plato, Debi Charlesworth

Recording Secretary: Kat Short (*Executive Assistant*)

Guests: David Sarsfield (*Deputy City Clerk*)
Jordan MacKinnon-Brown (*LPL*)

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
March 13, 2024 Board Meeting Agenda be approved as presented**

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – February 14, 2024

**MOVED by Trustee Tait and SECONDED by Trustee Cummins that the minutes from the
February 14, 2024 Board meeting be approved as presented**

CARRIED

4. NEW BUSINESS

4.1. Review of Boards Commissions and Committees, guest David Sarsfield

- Presented for discussion, guest Deputy City Clerk David Sarsfield attended the meeting to obtain information for City Council.
- Trustee Lazarus asked if a council member could attend LPL Board meetings, both the Chair and Trustee Cummins agreed council representation on the LPL Board is important.

- The Chair would like to see more diversity in the selection process for new Board members and reiterated that the library is a separate entity governed by its own legislation.
- 4.2. Reading Programs, guest Jordan MacKinnon
 - Ms. MacKinnon-Brown presented for information. Her report included information on the success of both The Dragon Reading Club and the Great Library Read-A-Thon.
- 4.3. Crossings Grand Re-Opening, April 8, 2024
 - Presented for information by the Chair. The Chair encouraged all Board members to attend the Crossings Branch re-opening event on Monay, April 8 at 11:00 am.

5. AUTOMATIC APPROVAL AGENDA

- 5.1. Reports of Standing committees
 - 5.1.1. Advocacy
 - No Report
 - 5.1.2. Board/CEO Relations
 - Oral report by the Chair. The Chair and Vice-Chair met with the CEO and discussed the CEO Performance evaluation and Annual Work Plan.
 - 5.1.3. Finance
 - No report
 - 5.1.4. Governance
 - No report
 - 5.1.5. Strategic Planning
 - No report
 - 5.1.6. Diversity, Equity and Inclusion
 - 5.1.6.1. C&C Report
 - Presented for information by Trustee Bleiken. The report includes: the committee reviewed and revised Board DEI modules 2-5, received an update from the CEO on progress of the DEI Strategy Roadmap and received an update on the DEI Pulse Survey.
 - 5.1.6.2. DEI Module 1 Discussion
 - Presented for discussion by Trustee Bleiken. The Board discussed the content and questions in the document.
- 5.2. Chinook Arch Regional Library System Reports
 - Oral report by Trustee Cummins. The Executive met and discussed ongoing City concerns and budget adjustments. The full Board will meet on April 4.
- 5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Ms. Dyke highlighted the outdoor play space is already being used and staff look forward to the space being used even more in the summer.

5.4. Board Correspondence

- Letter from Minister of Municipal Affairs Ric McIver informing on the 2024/2025 provincial library operating grant funding.

5.5. Friends of the Library Update

- Oral report by Trustee Lazarus. The report includes the Friends were informed at their February 15 meeting that the Happening is to be sunset and, six members had over 100 volunteer hours last year.

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

- On April 11 at 1:30 LPL will present our portion of the Chinook Arch Cost Benefit Analysis to the committee. All Board members are encouraged to attend.

5.7. **MOVED by Trustee Gardner 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

8. OTHER BUSINESS

8.1 Trustee Lazarus asked that the Board send a letter to J. MacKinnon-Brown congratulating and thanking her on the success of the Dragon Reading Club and the Great Library Read-A-Thon programs.

9 IN-CAMERA ITEMS

- No report

10 ADJOURNMENT

MOVED by Trustee Viola that the meeting be adjourned at 6:33 pm

CARRIED

Chair _____

Trustee _____

CEO _____

NEXT REGULAR BOARD MEETING DATE: APRIL 10, 2024, AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH