

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday April 13, 2022 in the Community Meeting Room at Lethbridge Public Library Main Branch.

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

Regrets from the Board: Daphne Hendsbee, Carol Koran

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 5:30 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

- The Chair opened the meeting by welcoming our new Board member, Yudith Ramos

2. APPROVAL OF THE AGENDA

MOVED by Trustee Chymboryk and SECONDED by Trustee Viola that the April 13, 2022 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – March 9, 2022

MOVED by Trustee Cummins and SECONDED by Trustee Chymboryk that the minutes from the March 9, 2022 Board meeting be approved as presented

CARRIED

4. NEW BUSINESS

4.1. Bylaw Changes – loan periods for Internet on the Go devices

- Recommended updates to Bylaw Schedule E to Internet on the Go and loanable device services to reduce loss of devices. Trustee Cummins asked if software can be installed on the devices to ensure an automatic shutdown if the devices leave the building. CEO will ask IT to look into.

MOVED by Trustee Kalkan and SECONDED by Trustee Linn that the Board approves the update to Schedule E of the Board Bylaws to revise the loan period for Internet on the Go – Laptops/Tablets to 3 hours

CARRIED

5. AUTOMATIC APPROVAL AGENDA

5.1. Reports of Standing committees

5.1.1. Advancement

- no report

5.1.2. Board/CEO Relations

- Regular meeting with a review of the agenda

5.1.3. Finance

- no report

5.1.4. Governance

- no report

5.1.5. Strategic Planning

5.1.5.1. Facilities Master Plan Project

- This project will fall under the scope of this committee and report is presented for information.

5.2. Chinook Arch Regional Library System Reports

- The Page Turner newsletter was included in package. Trustee Kalkan highlighted: Chinook is working on the operation & capital budgets; their annual report; the upcoming SALC conference at which the READ awards will be presented; their 3 year Plan of Service; work on a needs assessment of which board members were sent a survey and, there is an interest in having PLSB come to do a board basics workshop for the region.

5.3. Administration Reports

5.3.1. General & Administrative Report (newsletter)

- Michelle highlighted the Mid-March in person programming and rising usage numbers

5.4. Board Correspondence

- No report

5.5. Friends of the Library Update

- The next Friends meeting will be Wednesday, April 20 at 1:00 pm at the Crossings Branch

5.6. ALTA Update

- No board meeting. Trustee Kalkan encourages members to go to website.

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

- Presentation of the Report to the Community has been submitted as an agenda item for the April 27 meeting. All board members are welcome/invited to attend. CEO will send details once confirmed.

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

MOVED by Trustee Chymboryk and SECONDED by Trustee Viola 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 – NO REPORT

8. OTHER BUSINESS

8.1 Crossings Branch Expansion & Enhancement Project Update

- CEO presented for information. Trustee Cummins expressed a wish that the Indigenous space be designed to include the ability to smudge.
- Trustee Kalkan asked for an update on the proposed mural art on the exterior wall of the Main Branch. The library is still part of the project and an artist has been selected. The artist will work throughout the summer with an unveiling at WOTS.

9 IN-CAMERA ITEMS

- No report

10 ADJOURNMENT

MOVED by Trustee Cummins that the meeting be adjourned at 6:30 pm

CARRIED

Chair Signature on file _____

Trustee Signature on file

NEXT REGULAR BOARD MEETING MAY 11, 2022 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM, MAIN BRANCH