

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, January 12, 2022 via zoom.

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

**Regrets from the Board:** Carol Koran

**Absent from the Board:**

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

**Regrets from Administration:** Debi Charlesworth (*Manager: Corporate Services*)

**Recording Secretary:** Kat Short (*Executive Assistant*)

**Guests:**

#### 1. CALL TO ORDER

- The Chair called the meeting to order at 5:52 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 Chymboryk and SECONDED by Trustee Cummins that the January 12, 2022 Board Meeting Agenda be approved as presented**

**CARRIED**

#### 3. APPROVAL OF THE MINUTES

##### 3.1. Regular Board Meeting – December 8, 2021

**MOVED by Trustee Kalkan and SECONDED by Trustee Viola that the minutes from the December 8, 2021 Board meeting be approved as amended**

Amendments include the following: Agenda item 4.3, remove wording *efficacy of membership*; Agenda item 5.1.5.1., change wording of hiring practice to *recruitment* and, Agenda item 7, change wording from approve to *accept*.

**CARRIED**

#### 4. NEW BUSINESS

##### 4.1. DEI Consultant presentation, CultureAlly

- Hanna Stegen of CultureAlly presented for information an outline of the DEI project being undertaken at the library. Trustees Hendsbee, Cummins and Kalkan all expressed interest in working with this committee.

## 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

- Presented for information. Trustees Brown and Chymboryk met and reviewed the report. CEO reported on 2023-2026 budget pressures going to the Executive Leadership Team including: budget for third security guard; no fee memberships; fine free; potential increase in collections costs; Chinook Arch fees; and Strategic Planning development costs.

#### 5.1.4. Governance

- No report

#### 5.1.5. Strategic Planning

- The CEO reported on work that is underway on the Facilities Master Plan Project as well as the creation of an Operational Plan is ongoing.

### 5.2. Chinook Arch Regional Library System Reports

- No report.

### 5.3. Administration Reports

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

- Presented for information. Senior Manager: Public Services thanked the Board for their continued support for the staff holiday party.

### 5.4. Board Correspondence

- No report

### 5.5. Friends of the Library Update

- Trustee Kalkan invited all Board members to contact her if they are interested in volunteering to work the Friends book sale on January 29 & 30. The Friends are using Eventbrite to schedule attendance and all safety protocols will be in place.

### 5.6. ALTA Update

- Next meeting January 20

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 Kalkan to approve the written in Section 5 of the Agenda**

**CARRIED**

**6. ACTION MOTIONS ARISING FROM REPORTS**

**7. CEO CONSTRAINT COMPLIANCE REPORT**

REPORT INCLUDED IN PKG.

**MOVED by Trustee Kalkan and SECONDED by Trustee Cummins that the Board accept the CEO Constraint Compliance Report – Communications and Counsel to the Board - as presented**

**CARRIED**

**8. OTHER BUSINESS**

8.1 Board Assignments:

8.1.1. Happening Board Column – May/June & Sept./Oct. & Jan/Feb. 2023

- Jan/Feb column responsibility of the Chair
- Trustee Cummins will be responsible for the May/June column
- Trustee Kalkan will be responsible for the Sept/Oct column

8.1.2. DEI Consultant Project

- Board volunteers under agenda item 4.1

**9. IN-CAMERA ITEMS**

- There were no In-camera items but a discussion was held on the possibility of “closed” meetings for the Board to discuss any topics of their choosing. Trustee Cummins will look into a more formal procedure and will bring the information to the Board at the February Board meeting.

**10. ADJOURNMENT**

**MOVED by Trustee Cummins that the meeting be adjourned at 7:09 pm**

**CARRIED**

Chair Signature on file

Trustee    Signature on file

**NEXT REGULAR BOARD MEETING DATE FEBRUARY 9, 2022 AT 5:30 P.M. VIA ZOOM**