

A regular meeting of the City of Lethbridge Library Board was held at 5:30 p.m. Wednesday, June 9 2021 via zoom

Present from the Board: Allan Quinton, Sean Hubbell, Craig Brown, Carol Koran, Mike Maguire, Wendy Kalkan, James Chymboryk, Jennifer Gullage-Payne, Heather Woodruff, Angela Viola joined at 5:41

Regrets from the Board:

Absent from the Board:

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

Recording Secretary: Kat Short (*Executive Assistant*)

Guests:

1. CALL TO ORDER

- The Chair called the meeting to order at 5:33 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 Quinton that the June 9, 2021 Board Meeting Agenda be approved as presented

CARRIED

3. APPROVAL OF THE MINUTES

3.1. Regular Board Meeting – May 12, 2021

- Trustee Kalkan revised the May Board minutes, Agenda Item 3.1, to read “approved as amended”

MOVED by Trustee Kalkan and SECONDED by Trustee Gullage-Payne that the minutes from the May 12, 2021 Board meeting be approved as amended

CARRIED

4. AUTOMATIC APPROVAL AGENDA

4.1. Reports of Standing committees

4.1.1. Advancement

4.1.1.1. C&C Report- board awards, briefing book, 2020 Board Report

- Presented for information. The report includes information on: the 2020 Board Report; the video recognizing the 2019 & 2020 Board Recognition Awards and, the Library Briefing Book

4.1.2. Board/CEO Relations

- Met via zoom and reviewed the CEO performance, the annual goals, strategic actions and deliverables. Impressed with what has transpired especially during COVID

4.1.3. Finance

4.1.3.1. Variance Report

- Presented for information

4.1.4. Governance

4.1.4.1. C&C Report – operational policy review

- Presented for information by Trustee Gullage-Payne. The committee met and went over the included operational policies with no major changes

4.1.5. Strategic Planning

4.1.5.1. C&C Report – Laying the Foundation meeting

- Presented for information by Trustee Koran. The committee and senior management met with the consultants and: reviewed a draft list of documentation; grouped the draft list of stakeholders; confirmed the planning timeline and, discussed a draft format for the strategic plan
- Trustee Kalkan asked which category the Friends had been grouped with and was informed it was Local/community

4.2. Chinook Arch Regional Library System Reports

- Next meeting to be August 5

4.3. Administration Reports

4.3.1. General & Administrative Report (newsletter)

- Presented for information. Michelle highlighted LPL staff member Emily Kundrik's book now in circulation and, the unique way Read On is gathering information using the blob tree which shows the difference the program makes to attendees
- The CEO informed the Board of a discussion recently held with the Public Art Committee (PAC) around a mural to be painted on the brick wall facing the parking lot (West side) of the Main Branch. As the building is City owned, Facilities Services were contacted re: materials to be used and upkeep. Indigenous artist William Singer has been chosen, his vision being Indigenous knowledge. Mr. Singer will draft a proposal to be approved by

the PAC. The PAC will cover the majority of the costs as well as the maintenance of the work. The Chair asked about lighting for nighttime viewing which the CEO will look into.

4.4. Board Correspondence

- No report

4.5. Friends of the Library Update

- Next meeting June 16.

4.6. Board Update to Council to City Council Social and Cultural Standing Policy Committee

- The Chair and CEO recently presented the Report to the Community to the committee. The presentation was well received with good questions coming from the committee

4.7. Motion to Approve Written Reports “The Board accepts the written reports in Section 4 of the Agenda”

MOVED by Trustee Hubbell and SECONDED by Trustee Chymboryk to approve the written and oral reports in Section 4 of the Agenda

CARRIED

5. ACTION MOTIONS ARISING FROM REPORTS

- No report

6. CEO CONSTRAINT COMPLIANCE REPORT

- No report

7. OTHER BUSINESS

7.1 Report on Re-Opening and COVID-19 response

- Presented for information. Libraries are in stage 2. We are proposing to open in stages based on the province’s plan with a minimum of two weeks between stages to see how case numbers are doing. Opening at 30% capacity, we foresee moving through stages quickly while being flexible. Will monitor and evaluate and make decisions based on how things are going locally and provincially
- In this first stage, we will continue with mandatory masks but will allow exemptions with a doctor’s note per the province. We will see what the City decides and match our polices to what is happening locally

7.2 Engaging Ethnocultural Communities

- Presented for information. Trustee Kalkan attended the presentation where strategies and challenges were presented when engaging with diverse communities

7.3 Board Chair Evaluation

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

8 IN-CAMERA ITEMS

- No report

9 ADJOURNMENT

MOVED by Trustee Chymboryk that the meeting be adjourned at 6:35 pm

CARRIED

Chair _____

Trustee _____

NEXT REGULAR BOARD MEETING SEPTEMBER 8, 2021 AT 5:30 P.M. IN THE LETHBRIDGE PUBLIC LIBRARY COMMUNITY MEETING ROOM,
MAIN BRANCH