

An Organizational meeting of the Lethbridge Public Library Board was held at 5:30 pm Wednesday, January 8, 2020 in the Community Meeting Room at the Lethbridge Public Library.

**Present from the Board:** Mike Maguire, Wendy Kalkan, Craig Brown, Mark Campbell, Jennifer Gullage-Payne, Sean Hubbell, James Chymboryk  
**Regrets from the Board:** Heather Woodruff, Linda Erickson  
**Present from Administration:** Barbara Longair (*Manager: Public Services*)  
Debi Charlesworth (*Manager: Corporate Services*)  
**Regrets from Administration:** Terra Plato (*CEO*)  
**Recording Secretary:** Kat Short (*Executive Assistant*)  
**Guests:** Jenn Schmidt-Rempel (*Manager: Marketing & Social Media*)

**1. CALL TO ORDER**

- The Chair called the meeting to order at 5:32
- 1.1 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. INTRODUCTION OF NEW MEMBERS**

- 2.1 New Trustee Appointments
  - Introduction of Mike Maguire
- 2.2 Reappointments
  - Wendy Kalkan

**3. REPORT FROM NOMINATIONS COMMITTEE – NOMINATIONS FOR CHAIR**

- 3.1 Election of Chair
  - Trustee Chymboryk, as head of the Nominations Committee called for the nominations report for the position of Chair for the 2020 term of office. Trustee Chymboryk stated that Allan Quinton allowed his name to stand. He then asked for nominations from the floor a first time, a second time, and a third time. As there were no further nominations for the position, Allan Quinton was acclaimed Board Chair.
  - Trustee Chymboryk moved the nomination ceased

**4. REPORT FROM THE NOMINATIONS COMMITTEE – NOMINATIONS FOR VICE-CHAIR**

- 4.1 Election of Vice-Chair
  - Trustee Chymboryk as head of the Nominations Committee called for the nominations report for the position of Vice-Chair for the 2020 term of office.

Trustee Chymboryk stated that trustees Kalkan and Hubbell had let their names stand for Vice-Chair. He then asked for nominations from the floor a first time, a second time, and a third time. The Trustees voted and Wendy Kalkan was named Vice Chair.

- Trustee Chymboryk moved the nomination ceased
- Trustee Kalkan moved the ballots be destroyed
- Allan Quinton assumed the chair for the remainder of the Organizational Meeting.

## 5. NAMING OF STANDING COMMITTEE MEMBERS

### 5.1 Board/CEO Relations Committee (Chair and Vice-Chair)

- As recognized by procedure, the Chair and Vice Chair Allan Quinton and Wendy Kalkan become members of the Board/CEO Relations Committee.

### 5.2 Governance Committee

- Trustees Brown, Maguire & Hubbell will represent the Library Governance Committee.

### 5.3 Library Advancement Committee

- Trustees Kalkan, Chymboryk & Erickson will represent the Library Advancement Committee.

### 5.4 Strategic Planning Committee

- Trustees Gullage-Payne, Maguire & Woodruff will represent the Strategic Planning Committee.

### 5.5 Finance Committee

- Trustees Hubbell, Brown & Chymboryk will represent the Finance Committee

The Board Chair and CEO also sit on all committees *ex officio*.

## 6. COMMITTEES MET TO SET COMMITTEE SCHEDULES FOR THE 2020 YEAR

- Library Advancement Committee
  - Meeting time and date to be determined by committee as needed
- Strategic Planning Committee
  - Meeting time and date to be determined by committee as needed

- Board/Director Relations Committee –*will meet in the week prior to Board meeting – normally Fridays at lunch*
  - Governance – *as required*
  - Finance Committee – *first Wednesday of the month at 4:30 or 5:30 [dependent on the committee makeup]*

**7. COMMITTEE TERMS OF REFERENCE REVIEW**

- 7.1 Terms of reference for each committee will be reviewed at the committee level with changes to be brought to the Board for approval

**8. LPL EXTERNAL APPOINTMENTS**

8.1 Chinook Arch Regional Library Board

- 8.1.1 Trustee Kalkan will represent the Board

8.2 Friends of the Library

- 8.2.1 Trustee Kalkan will represent the Board; Trustee Gullage-Payne will act as alternate

**9. OTHER ORGANIZATIONAL BUSINESS**

- 9.1.1 Trustee Erickson will represent the Board on The Word On The Street committee

**10. ADJOURNMENT**

**MOVED by Trustee Brown** that the meeting be adjourned at 5:52 p.m.

**CARRIED**

Chair: \_\_\_\_\_  
Signature on file

Trustee: \_\_\_\_\_  
Signature on file