



St. Albert Public Library Board: Minutes June 18, 2025

Minutes of the regular meeting in the Library Training Room

BOARD

Meagan Dechaine
Jennifer Freitas
Angela Benowski
Darrell Manning
Jason Perry
Jamie Tereposky
Sherry Love

STAFF

Peter Bailey, CEO
Lisa Old, Member Services and Collections Manager
Stephanie Foremsky, Community Engagement Manager
Mary Ellen Green – Marketing and Communications Specialist
Rhonda Kozuska – HR and Financial Services Manager (recorder)

1. CALL TO ORDER

The meeting was called to order by J. Freitas at 6:58pm

2. LAND ACKNOWLEDGEMENT (M. Dechaine)

3. ADOPTION OF AGENDA

(25-32) J. Tereposky moved adoption of the amended agenda

6.1 – change employee experience to Executive Recruitment

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Regular meeting of May 21, 2025

9.1 – typo in camera

(25-33) A. Benowski moved adoption of the amended minutes of May 21, 2025

CARRIED UNANIMOUSLY

5. NEW BUSINESS

5.1 2026 Library Operating Budget

- P. Bailey – detailed the background on our budget increase, which includes the addition of 1 FTE Outreach Library Assistant, a contribution to our IT reserves and some other personnel forecasts
- P. Bailey also discussed the need to budget for equipment replacement – sorter and to replace our ILS, 2 big ticket expenses.
- Board clarification with control of Library reserves

(25-34) D. Manning moved to approve the 2026 Operating budget

Seconded by M. Dechaine

CARRIED UNANIMOUSLY

6. COMMITTEES

6.1 Executive Search Committee (J. Freitas, M. Dechaine, S. Love)

- Two proposals received from two executive search firms: Leaders Int'l and Robert Half

(25-35) J. Perry moved to hire Leaders Int'l for CEO recruitment

Seconded by D. Manning

6.2 Internal Committee (J. Freitas, S. Love, A. Benowski, D. Manning)

6.3 External Committee (M. Dechaine, J. Tereposky, J. Perry)

6.3.1. Advocacy Plan

- Mary Ellen led the conversation about the advocacy plan included in the board package
- Summer Reading Game launch and patron appreciation on the 27th – would like to have some representation by the Board – J. Freitas and J. Tereposky
- Asked for some board members who live in Dale Nally's riding to advocate for the Library services
- In the fall will start discussing advocacy plans for the election
- Kudos to ME Green from the board for a well written plan

BUSINESS ARISING

- 7.1. Risk Register Review Update
 - P. Bailey discussed the updated risk items included in the board package
- 7.2. Board Self Assessment
 - Asked if ME Green can provide some assistance to the board

8. CONSENT

9. ADJOURNMENT

(25-36) J. Tereposky moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:27pm

Date of next meeting: 7:00 pm Wednesday, September 17th – 2nd Floor Training Room

These minutes are certified true and correct

Board Co-Chair