

**St. Albert Public Library Board
Adopted Minutes January 18, 2023**

Minutes of the Regular meeting in Forsyth Hall

BOARD

Colleen McClure, Co-Chair

Deborah McTaggart-Baird, Co-Chair

Meagan Dechaine

Jennifer Freitas

David Hlokoff

Dawn Kawahara

Julie Mann-Johnson

STAFF

Peter Bailey, CEO

Kathleen Troppmann, Customer Services Manager

Leslie Greentree, Communications Specialist

Rhonda Kozuska, Administrative Services Coordinator (recorder)

I. PRESENTATION: Queen Elizabeth II's Platinum Jubilee Medal to CEO P. Bailey presented by Jessica Knock, President, Library Association of Alberta.

II. ORGANIZATIONAL MEETING

Introductions.

P. Bailey assumed Chair for the Organizational meeting and called to order at 7:37 pm

BOARD CHAIR: P. Bailey made the call for nominations

D. Hlokoff nominated D. McTaggart-Baird. Seconded by J. Mann-Johnson.

D. McTaggart-Baird conditionally accepts as long as there are 2 Co-Chairs.

D. McTaggart Baird nominated C. McClure. Seconded by D. Kawahara.

C. McClure Accepts nomination for Co-Chair

No other nominations.

C. McClure and D. McTaggart-Baird acclaimed as Co – Chairs

D. McTaggart-Baird assumed Chair for regular board meeting

COMMITTEES:

Board Internal Committee: D. McTaggart-Baird (Chair), J. Freitas, D. Hlokoff, DJ. Kawahara

Board External Committee: C. McClure (Chair), J. Mann-Johnson, M. Dechaine

Friends Liaison: M. Dechaine volunteered for this position

Board/Council Informal Pairings:

Donna Kawahara	Mayor Cathy Heron
Julie Mann-Johnson	Natalie Joly
Meagan Dechaine	Sheena Hughes
Colleen McClure	Shelley Biermanski
Jennifer Freitas	Ken MacKay
Deborah McTaggart-Baird	Mike Killick
David Hlokoff	Wes Brodhead
CEO Peter Bailey	CAO Bill Fletcher

1. CALL TO ORDER

The meeting was called to order by D. McTaggart-Baird 7:40 PM

2. LAND ACKNOWLEDGMENT

3. ADOPTION OF AGENDA

(23-01) M. Dechaine moved adoption of the agenda

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

(23-02) J. Mann-Johnson adoption of the minutes of December 14, 2022

CARRIED UNANIMOUSLY

5. NEW BUSINESS

6. COMMITTEES

6.1. Internal Committee

6.1.1. Carver Policy Review: Policy Type IV:

- a. Delegation to the CEO
- b. CEO Job Contribution
- c. Monitoring CEO Performance

(23-03) D. Hlokoff moved to accept the policies as distributed

CARRIED UNANIMOUSLY

6.2. External Committee

6.2.1 Friends Report

- Board would like to continue to hear what different fundraisers are being run
- Meagan gave the financial update for the Friends
- \$700 raised by Reel Mondays in December
- Board encouraged to attend the February film, numbers are low at this point
- Purdy's is the next major fundraiser coming up

6.2.2 External Committee Report

- C. McClure – Recommends Peter's acceptance speech be published in the Gazette
- L. Greentree will consider options to publish it

(23-04) C. McClure moved to go in camera

SECONDED by J. Mann-Johnson

CARRIED UNANIMOUSLY

7:56 pm meeting moved in camera

(23-05) J. Freitas moved to go out of in camera

SECONDED by D. McTaggart-Baird

CARRIED UNANIMOUSLY

GENERAL MEETING RESUMED 8:06 PM

(23-06) D. Hlokoff moved that the Board send response letter to the City CAO be sent as drafted

CARRIED UNANIMOUSLY

7. BUSINESS ARISING

7.1. Board Planning 2023

- P. Bailey presented background on the Strategic planning process for 2023

(23-07) DJ. Kawahara moved to proceed with the Strategic Planning process as presented and to contract with Anne Smith to be the Facilitator

SECONDED by C. McClure

CARRIED UNANIMOUSLY

Board representative for community consultation sessions – Meagan Dechaine

Board agreed unanimously on Board retreat date – March 25th

8. CONSENT

9. ADJOURNMENT

(23-08) D. Hlokoff moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:20 pm

Date of next meeting: 7:00 pm Wednesday, February 15, 2023 – 2ND Floor Training Room

These minutes are certified true and correct

Board Chair