



## **St. Albert Public Library Board: Minutes May 17, 2023**

Minutes of the regular meeting in the Library Training Room

### **BOARD**

Colleen McClure, Co-Chair

Deborah McTaggart-Baird, Co-Chair

Meagan Dechaine

Jennifer Freitas

Dawn Kawahara

Emma Frontana

### **REGRETS**

Julie Mann-Johnson

### **STAFF**

Peter Bailey, CEO

Cory Stier, IT and Materials Manager

Leslie Greentree, Communications and Marketing Specialist

Rhonda Kozuska, HR and Financial Services Manager (recorder)

### **1. CALL TO ORDER**

The meeting was called to order Deborah McTaggart-Baird 7:01 PM

### **2. LAND ACKNOWLEDGMENT**

### **3. ADOPTION OF AGENDA**

(23-28) C. McClure moved adoption of the agenda

CARRIED UNANIMOUSLY

### **4. ADOPTION OF MINUTES**

(23-29) J. Freitas moved adoption of the amended minutes of April 19, 2023

CARRIED UNANIMOUSLY

## 5. NEW BUSINESS

- 5.1. Strategic Plan: Review of Draft Goals
- P. Bailey reviewed the process of how staff developed the Goals, following the Roles approved by the Board.
  - Board shared their feedback and comments

(23-30) M. Dechaine moved to approve the goals recommended by management  
CARRIED UNANIMOUSLY

## 6. COMMITTEES

- 6.1 Internal Committee
- 6.1.1 Policy Review: Type II.9 – Health and Safety
- 6.1.2. Annual Health and Safety Report
- P. Bailey spoke to the Board regarding increasing incidents of security issues and the steps our staff are taking to minimize risk to staff and patrons

(23-31) E. Frontana moved to adopt the 2023 Annual Health and Safety Report  
CARRIED UNANIMOUSLY

- 6.2. External Committee
- 6.2.1 Friends of the Library report
- AGM last week
  - M. Dechaine presented the annual financial report for the Friends
  - Friends are donating to STARFest and will look for a list of suggested donation ideas in the fall from Library staff
  - Fall Dates for Reel Mondays set
  - Elections for new Board; most members stayed on in their positions, with Graeme Matichuk as Chair
- 6.2.2. External Committee Report
- C. McClure attended several events representing the Board
  - The STARFest event was excellent

## 7. BUSINESS ARISING

- 7.1. Report to the Community 2022
- L. Greentree shared copies of the annual report with the Board
  - The board congratulated L. Greentree and staff on the attractive and professional format and for a great year

**8. CONSENT**

- P. Bailey discussed some highlights of what to expect in the 2024 budget that will be coming to the Board in June

**9. ADJOURNMENT**

(23-32) C. McClure moved to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned at 8:40 pm

**Date of next meeting: 7:00 pm Wednesday, June 21, 2023 – 2<sup>ND</sup> Floor Training Room**

These minutes are certified true and correct

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Board Chair