



THE CITY OF RED DEER LIBRARY BOARD

6:00 p.m. Wednesday January 25, 2023
In-Person, Snell Auditorium

Minutes

Present: Gabriel Beck, Nancy Batty, Jerry Moore, David Murphy, Shelley Odishaw, Brian Quigg, Sabrina Samuel, Laura Thevenaz, Councillor Dianne Wyntjes

Regrets: Valdene Callin

Staff Support: Shelley Ross (CEO), Michelle Hollebeke (minutes)

Welcome and Chair's Remarks

Shelley Odishaw called the meeting to order at 6:04 p.m.

Land acknowledgement: We acknowledge that the land we meet on today is located at the border of Treaty 6, to the North of the Red Deer River, and Treaty 7, to the South of the Red Deer River. We honour and respect the culture, ceremonies and stories of the many nations who made a home on these lands - including the Cree, Blackfoot, Nakota Sioux, Iroquois, Dene, Ojibway, Saulteaux and Inuit - and that this area is a long-established meeting place of the Métis. We are grateful for the traditional knowledge-keepers: elders past, present and emerging. May we live with respect on this land and in peace and friendship with its people.

Conflict of Interest Declaration – there were no conflicts to declare.

1. Approval of Agenda

- a. MOTION: That the Board approve the agenda as amended with the addition of Item 4.a. Item 5.c. has been revised to include a motion. Item 8 has been revised to include an in-camera item with previous agenda Items 8 and 9 becoming Items 9 and 10.**

THEVENAZ / QUIGG CARRIED

2. Approval of Minutes from the November 30, 2022 Board Meeting

- a. MOTION: That the Board approve the minutes from the November 30, 2022 Board meeting as presented.**

BATTY / SAMUEL CARRIED

3. Elections to appoint a Chair of Personnel and Administration and Liaison to Friends of the Library.

- As the decision was made during the November 30/22 organizational meeting to defer the appointment of a Chair for the Personnel and Administration Committee in order to secure a nominee, Jerry Moore nominated Brian Quigg as Chair of Personnel and Administration Committee. Nominations were called for three times, none came forward, Brian acclaimed. As Brian Quigg stepped down as Liaison to The Friends of the Red Deer Public Library, Valdene Callin has been appointed to the role.

-During the November 30/22 meeting the Chair had requested that Board members communicate their Committee preferences to the Chair via email. The appointments are as follows:

Planning & Finance:

Jerry Moore, Chair
Nancy Batty
Councillor Dianne Wyntjes
Gabriel Beck

Personnel & Administration:

Brian Quigg, Chair
David Murphy
Laura Thevenaz
Valdene Callin
Sabrina Samuel

Shelley Odishaw is ex-officio on both committees.

- a. MOTION: That nominations are now closed and that the slate of candidates be appointed.**

WYNTJES / SAMUEL CARRIED

4. Strategic Discussion and Board Development

- a. MOTION: That the Board approve the 2022 Annual Report for submission to the PLSB.**

MURPHY / THEVENAZ CARRIED

b. Plan of Service

- The 2021-2022 Plan of Service Report Card noted that the majority of objectives was accomplished despite challenges posed by the pandemic were noted. While insights gained will be valuable in shaping the next Plan, recommendations were brought forward that it be more general in scope along with more frequent reviews to ensure established strategies designed to meet objectives are on target.

5. Report from Planning and Finance Committee

- a. MOTION: That the Board approve the November 2022 financial statements as presented.**

MOORE / BATTY CARRIED

- b. MOTION: That the Board approve the December 2022 financial statements as presented.**

MOORE / WYNTJES CARRIED

c. Discussion of Library Overdue Fines

- The Committee recently reviewed levies charged on overdue items and the processes involved.

MOTION: That the Board direct Shelley Ross, working with employees, to create a revised version of Schedule B of the Bylaws to eliminate overdue fines. Advice from Shelley will include, but not be limited to, the following:

- **Eliminate overdue fines for books and other materials owned by Red Deer Public Library;**
- **Determine if interlibrary loans should be included;**
- **Determine how to encourage clients to return materials on time**
- **Determine how to sanction clients who repeatedly abuse borrowing privileges by returning materials after their due date.**

Replacement costs should continue to be recovered. Damage to children's materials should continue to include sanctions.

MOORE / QUIGG CARRIED

6. Report from Personnel and Administration Committee

- a. MOTION: That the Committee recommend to the Board that Policy 2.2.6 be amended as follows:**

2.2.6 - Institutional Memberships

- **The Board belongs to ~~the Library Association of Alberta, the Alberta Library Trustee Association and other~~ relevant organizations as an institutional member with institutional membership fees paid for by the Library.**

QUIGG / BATTY CARRIED

- b. MOTION: That the Committee recommend to the Board that Policy 2.2.5 be amended by including an explanatory paragraph as follows:**

2.2.5 - Appointment to The Society of the Friends of the Red Deer Public Library ("The Friends")

- ***{NEW} - The Board recognizes the organization known as "The Society of Friends of the Red Deer Public Library" ("The Friends") established as an independent non-profit organization under the laws of the Province of Alberta, with purposes directed towards fund-raising and other activities intended to benefit the Library.***
- **In order to ensure a close working relationship between The Friends and the Library Board, the Board annually, in November, will appoint a Member as a formal liaison with The Friends to attend meetings and report to the Board on those matters of mutual importance. The Board will pay the cost of The Friends annual membership for the appointed Member.**

QUIGG / THEVENAZ CARRIED

7. Report from The Friends of the Red Deer Public Library

-The Friends will be holding a casino fundraiser on Feb 3 & 4. The Adult Literacy Department gratefully received a donation from The Friends for \$6432 to assist in funding toward additional ESL classes which have been in high demand due to an increase in new Canadians and displaced persons to the city.

8. a) MOTION: To go in-camera at 7:25 p.m.

MOORE / THEVENAZ CARRIED

b) MOTION: To come out of camera at 7:57 p.m.

BATTY / MOORE CARRIED

9. Board Work Plan and Review of Board Evaluation (David Murphy/Nancy Batty)

- After a formal assessment was completed in 2022 outlining the performance of the Board, members conducted a group activity which involved brainstorming best practices and strategies in order to maximize their collective impact on RDPL's mission.

10. Adjournment

Shelley Odishaw motioned to adjourn at 9:45 p.m.

Next Board Meeting: February 22, 2023 @ 6:30 p.m.