



THE CITY OF RED DEER LIBRARY BOARD

**6:30 p.m. Wednesday, October 30, 2024
Snell Auditorium**

Minutes

Present: Natalie Day Lazenby, Jerry Moore, Shelley Odishaw, Lauren Pezzella, Brian Quigg, Laura Thevenaz, Zachary Woods, Councillor Dianne Wyntjes

Regrets: Maureen McCall

Guests: Shay Vanderschaeghe, Library Experience Consultant

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

Welcome and Chair’s Remarks

Shelley Odishaw called the meeting to order at 6:32 p.m. and welcomed new members Lauren Pezzella and Zachary Woods.

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 – none were declared.

53. Approval of Agenda

a. MOTION: That the Board approve the agenda as presented, carrying forward items from the September meeting due to absence of quorum.

DAY LAZENBY / WOODS CARRIED

54.i.) Strategic Discussion and Board Development

a. Shay Vanderschaeghe, Library Experience Consultant

- Prevalent drug supply, unhoused statistics, shelter counts, and resources were shared.

55. Approval of Minutes from the June 26, 2024 Board Meeting

a. MOTION: That the Board approve the minutes from the June 26, 2024 Board meeting as presented.

MOORE / DAY LAZENBY CARRIED

56. Report from Planning and Finance Committee

a. MOTION: Recommend to the Board that they accept the June, July, and August 2024 financial statements as presented for information purposes only.

MOORE / QUIGG CARRIED

b. MOTION: Recommend to the Board that they accept the September 2024 financial statements as presented for information purposes only.

MOORE / QUIGG CARRIED

c. MOTION: Recommend to the Board that they adopt the 2025 Operating Budget as presented.

MOORE / QUIGG CARRIED

57. Report from Personnel and Administration Committee

a. MOTION: Recommend to the Board that they approve the following addition within Policy 2.3 Financial Administration, with renumbering of subsequent policies:

" 2.3.8 Financial Stabilization Reserve

- The Board will maintain a Financial Stabilization Reserve for unplanned, short-term use as well as a Capital Replacement Reserve for capital projects.**
- The Financial Stabilization Reserve shall strive to retain a minimum balance of 5.0% and a target balance of 10% of annual budgeted general Library expenses.**
- After the annual audit is approved by the Board any increase in net financial assets, excluding project fundraising, targeted grants, and targeted donation revenue will be applied to the Financial Stabilization Reserve. Any balance above the target will be applied to the Capital Replacement Reserve with spending as proposed by management and approved by the Board.**
- Use of the Financial Stabilization Reserve will be determined by the Board based on recommendation from the CEO."**

THEVENAZ / MOORE CARRIED

b. MOTION: Recommend to the Board that they approve the following addition to Policy 3.2 Appropriate Use Policy, 3.2.12 – Disruptive behaviour includes but is not limited to the following:

- "Photographing, filming and video recording on Library property without pre-authorization by Library Administration."**

THEVENAZ / PEZZELLA CARRIED

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

- The recent booksale saw a good turnout, and plans are underway for the Bookstore sale in December.

59. Information Items

- **Board Out and About –Board member advocacy reports** (discussion)

- Members attended various Library programs over the summer and September: 'Books & Bannock' Book Club, Summer Reading Club events, various Pride week events.

- [Summer 2024 Monthly Highlights](#)

- [September 2024 Highlights](#)

60. Adjournment

Lauren Pezzella adjourned the meeting at 8:45 p.m.

Next Board Meeting: November 27, 2024 @ 6:30 p.m.