

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, February 16, 2022, 4:30 p.m., via Zoom.

Attending Trustees: A. Braithwaite, S. Dixon Pollard, D. Matthews, A. Oliver, J. Storeshaw, T. Tijani, L. Hansen

Staff Members: C. Frybort (Library Director), L. McLean (recording secretary)

Also present: T. Turner (city staff rep)

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### **CALL TO ORDER:**

Chair, D. Matthews calls the meeting to order 4:31 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance reports
  2. Approval of January 19, 2022 minutes.
  3. Reports: Library Director, Youth Services
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 07-2022**

J. Storeshaw moves to accept the consent agenda as presented.

**MOTION CARRIED**

### **MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:**

#### **MOTION 08-2022**

S. Dixon Pollard moves to accept the remaining components of the agenda as presented.

**MOTION CARRIED**

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### **ACTION AGENDA**

1. Committee appointments  
The board chair sits on all the committees.

Trustees volunteer to sit on the various committees:

#### Policy & Development

J. Storeshaw  
A. Braithwaite  
S. Dixon Pollard (chair)

#### Finance

A. Braithwaite (chair)  
J. Storeshaw  
S. Dixon Pollard

#### Public Relations/Fundraising

All trustees (board chair)

#### Staff Relations/Personnel

T. Tijani  
A. Oliver (chair)

#### Social

T. Tijani  
A. Oliver

2. Annual report to province  
D. Matthews notes the trustee term expiry dates seems incorrect for a few trustees.

C. Frybort gives a brief overview of the annual report. T. Turner inquires as to what tasks do volunteers perform. C. Frybort gives examples: Leduc Links clients, practicum student, senior outreach program.

#### **MOTION 09-2022**

T. Tijani moves to approve the Annual Report to the province with amendments.

**MOTION CARRIED**

### **ITEMS FOR DISCUSSION/EXPLORATION**

1. Review of January 2022 action list

C. Fryborg is waiting to hear from the Public Library Services Branch,(PLSB), regarding the 'No Refund' policy changes.

Laminating fee has been added to a draft of the board schedule document. As of February 14<sup>th</sup>. the library offers this service.

C. Fryborg will present a policy supporting local authors to the policy committee in March.

## 2. Correspondence & Media: Leduc Rep article, January 14, 2022

### 3. Covid update

C. Fryborg included a brief Covid update in the Library Director report. Some restrictions have lifted. Patrons are allowed to have beverages in the library, and more seating will be available in the library soon.

### 4. Report from council – L. Hansen

Council received feedback from citizens regarding scooters in Leduc. The survey resulted in 55% of the people for and 45% against. Council passed the first bylaw reading.

An RCMP inspector reported to council that overall, crime in Leduc is down 9%.

Economic development is improving. There has been increased use of commercial property in industrial areas.

Leduc growth has slowed but it is still one of the fastest growing municipalities in the country. Current population is over 34,000.

Council will be working on Strategic Planning, Saturday, February 26<sup>th</sup>.

It is likely there will be a local census conducted this year.

### 5. Round Robin

T. Tijani: asks the duties expected for members of the staff relations committee. C. Fryborg responds that an employee may approach the committee with a concern if unable to approach the library director. In the past, J. Streshaw and A. Braithwaite had looked at work conditions at the library. Discussion.

D. Matthews: asks C. Fryborg about this weeks YRL executive meeting. YRL executive met with the auditors regarding a draft financial statement. YRL is collaborating with a consultant on a draft for a new strategic plan for next year. K. Palichuk, (YRL director), would like to give a presentation to our board this year, in the fall.

C. Fryborg: the library H & S committee will get a quote on an AED machine to present to the trustees.

C. Fryborg met with T. Turner regarding the sign project for the library. C. Fryborg is hoping a sign will be in place this fall. More information will be available the next board meeting.

Art Berkholtz donated a hand made wooden replica of the Leduc Grain Elevator to the library.

The Government of Alberta is looking to open the Libraries Act to make changes.

T. Turner: The Maclab Centre received an unexpected \$35,000 grant from the Canadian Heritage Foundation. Future grant submissions will require groups to submit a succession plan. Leduc Community Development and the Culture department are working with the provincial community development unit.

T. berry will be joining some Leduc and Beaumont library staff for a tour at the Energy Museum next week.

The library and the city's H & S department will be working together on safety in the building.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, March 16, 2022, 4:30 pm

## MOTION TO ADJOURN:

### MOTION 10-2022

J. Streshaw moves adjourn the meeting at 5:16 pm.

### MOTION CARRIED



D. Matthews, Chairperson



L. McLean, Recording Secretary

Date: April 20/22