

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, June 15, 2022, at 4:30 p.m., Alexandra meeting room B.

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

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

Also present: B Pollard (guest)

Absent: (with regrets) L. Hansen

CALL TO ORDER:

Chair, D. Matthews calls the meeting to order 4:29 pm.

CONSENT AGENDA

1. Information Items
 - a) Variance reports
 2. Approval of May 18, 2022, minutes.
 3. Reports: Library Director, Information Services, Youth Services,
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MOTION TO ACCEPT CONSENT AGENDA:

C. Frybort draws attention to a mistake in the variance report under the general ledger number 7400-4410-700-008. An error occurred in recording a payment twice.

MOTION 23-2022

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 24-2022

A. Braithwaite moves to accept the remaining components of the agenda as amended.

MOTION CARRIED

ACTION AGENDA

1. Library budget 2023

C. Frybort highlights some items in the draft budget, employee grids, COL increase. She recommends the board hire a consultant in 2024 to help develop the strategic plan. The trustees agree.

She is looking to hire someone to lead a compensation review in 2023, (cost paid from reserves account).

C. Frybort began talks with T. Turner regarding safety and emergencies in the entire building. This may affect the budget in the future.

Discussion.

MOTION 25-2022

T. Tijani moves to accept the 2023 Leduc Public Library budget as directed.

MOTION CARRIED

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of May 2022 action list

Reserve accounts: the committee is still investigating but the advice so far is that the organization is not large enough for splitting reserves into more than one account.

Policy reviews: the policy committee will give recommendations to the board at the October meeting.

2. Correspondance & Media :
June 7/22 - PLSB information (email)
June 8/22 - CALP Grant, \$46,300.00

3. Report from council: R. Pollard for L. Hansen
The 65th avenue interchange project approved.
Addictions overdose awareness this week. There is a display at the LRC
Council will mark five days throughout the year relating to indigenous matters.
This evening, R. Pollard is participating in a Facebook live townhall which will address items regarding the City's Strategic Plan.
There is a construction site schedule on the City of Leduc on website construction site.
He points out other current and upcoming events around the city.

5. Round Robin

T. Taofeek asks if the library runs surveys involving residents. C. Frybort responds the library receives input from citizens as part of developing the strategic plan. Other formats used to stay connected with citizens: social media, online surveys, sticky notes.

A. Braithwaite: attended a soccer tournament last weekend in Leduc. The organization hosting the tournament was from Edmonton and were impressed with the facilities available in the City of Leduc.

S. Dixon Pollard: thanks the SLC summer students for presenting visiting the schools to promote the program this summer.

J. Storeshaw: asks about the latest incidents in the library. C. Frybort discusses two new recent incidents. She filed a complaint with the RCMP with the second incident. R. Pollard remarks that city council is considering hiring a full-time mental health nurse and RCMP to deal with issues in Leduc. Discussion

C. Frybort: will introduce staff to board policies. She hopes to highlight a policy each month which affects staff directly such as the Harassment, Working from home, Confidentiality, etc.
The provincial government has lifted all Covid restrictions. If a person has Covid, self isolation is only suggested, not mandatory. She will remind staff they need to be aware NOT to come to work if they are not feeling well no matter what the reason.
The province approved the Operating Grant application.
The Art Walk will be taking place in July.

D. Matthews: asks about the Telus hubs available for loan to patrons. C. Frybort explains they were donated by Telus and YRL. If they get lost or broken, they will not be repaired or replaced.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, September 21, 2022, 4:30 pm

MOTION TO ADJOURN:

MOTION 26-2022

J. Storeshaw moves adjourn the meeting at 5:28 pm.

MOTION CARRIED



D. Matthews, Chairperson



L. McLean, Recording Secretary

Date: September 21, 2022