



Minutes of The City of Cold Lake Public Library Board Meeting
Held Monday, March 25, 2024
4:30 PM at the South Branch Library

Present: Crystal Wolvengrey, Board Chair
 Suzanne Aessie, Board Secretary
 Nicole Parker, Board Member
 Aline Chow, Board Member
 Ryan Deschamps, Board Member
 Dawit Worku, Board Member
 Leslie Price, Library Director
 Vicky Lefebvre, NLLS Representative
 Ryan Bailey

Absent with regret: Ben Fadeyiw

Absent: Gary Webb, Board Vice-Chair

Agenda Item and Discussion	Action
1.0 Call to Order Meeting called to order by Board Chair at 4:35 pm.	N/A
2.0 Adoption of Agenda MOTION 2024-13 Moved by Ryan B. that the agenda be adopted as presented. All members voted in favour.	Carried
3.0 Adoption of Minutes from previous meeting MOTION 2024-14 Moved by Suzanne that the minutes of the 26 February meeting be adopted as presented. All members voted in favour.	Carried
4.0 Correspondence	N/A
4.1. Letter from the Office of the Minister regarding Budget 2024 which includes stable funding for public library boards.	None
4.2 Letter - Library Funding Confirmation from MD Bonnyville regarding a 2024 contribution in the amount of \$107,126.00 for library services which was an increase from last year.	None



Agenda Item and Discussion	Action
5.0 Reports	N/A
<p>5.1 Board Chair Report</p> <p>The Stronger Together conference will be held in West Edmonton on October 3-4. The conference is a partnership between three regional systems: the Alberta Library, the Alberta Library Trustees Association and the Library Association of Alberta.</p>	None
<p>5.2 Library Director Report</p> <p>The Library Director Report for March is attached as Appendix 1, and includes the statistics for February 2024. The application for the Public Library Grant for Skill Development in Rural Alberta was accepted. Municipal Affairs awarded \$10,000 for the Friendly Station for Newcomers initiative. Other exciting programs underway is a mural of community artwork which will be displayed in the South Branch’s hallway. The Seed Library exchange begins on April 1st.</p> <p>It was brought to the board's attention that patrons that are under the influence while visiting the library have increased. Staff will receive an updated training from an RCMP officer due to the increase of patrons under the influence. Due to the increase the board will discuss safety protocols and the importance of staff members not working alone at our next meeting.</p> <p>MOTION 2024-15</p> <p>The Library Director Report was approved by unanimous consent.</p>	Carried
<p>5.3 NLLS Rep Report</p> <p>Weekly updates sent out from Executive Director to Cold Lake Library Board members. NLLS Rep will share the NLLS Value Statement document with board members. The Alberta Library Trustees Association (ALTA) 2024 AGM is on Thursday, May 16, 2024 at 7 pm online. Link: https://librarytrustees.ab.ca/events/alta-annual-general-meeting-3/</p> <p>Rural libraries are encouraged to set up their own library boards to control their own funding, such as Glendon and Elizabeth Settlement. The next NLLS general meeting is in May 2024.</p>	None
<p>5.4 Personnel Committee Report</p> <p>No report this month.</p>	None
<p>5.5 Policy Committee Report</p> <p>No report this month.</p>	None



Agenda Item and Discussion	Action
<p>5.6 Financial Committee Report The Library Financial Committee Report is attached as Appendix 2 and is attached to the meeting minutes. MOTION 2024-16 The Financial Committee Report was approved by unanimous consent.</p>	Carried
6.0 Priority Items	N/A
6.1 None	None
7.0 Old Business	N/A
<p>7.1 Policy 2090: Policy Development - Decision Item <i>Policy 2090: Policy Development</i> is attached as Appendix 3 and is attached to the meeting minutes. The board reviewed the policy and had no issues. Item closed. MOTION 2024-17 Ryan B. moved to approve <i>Policy 2090: Policy Development</i>, as currently written and review it again in three years. All members voted in favour.</p>	Carried
<p>7.2 WCB Audit - Information Item The library board would like more information on the WCB Audit for the next meeting before any decisions are made. The Library Director will share the information in digital format with board members. Item open.</p>	Leslie
<p>7.3 New Plan of Service for January 2025 - Information Item The Library Director shared a timeline for the year 2024 in order to prepare for the next three year strategic plan. The board reviewed the timeline. The library staff and board members will form a committee to work collaboratively on the strategic plan throughout the year. The board reviewed and provided input on the Strategic Planning Survey which will be available to the public in April. Item open.</p>	None
8.0 New Business	N/A
8.1 None	None
9.0 Next Library Board Meeting - Monday, 29 April, 2024 @ 4:30 PM	N/A
10.0 Meeting Adjourned at 5:55 pm	N/A

 Board Chair or Delegate

 Date