

Strathcona County Library Board

Minutes

May 16, 2022

Hybrid Meeting - Zoom, County Hall Basement, Room L-1

Board Members Present

Cathy Allen

David Atkinson (Chair)

Courtney Chamulke

Keely Cronin

Councillor Glen Lawrence

Korinna Levangie

Susan Miskiman

Pam See-Too

Gene Syvenky

Library Staff

Sharon Siga (Chief Executive Officer)

Shelley Reason (Library Assistant - Minutes)

Regrets

Denise Charbonneau

1. Call to Order

The meeting was called to order at 6:30 pm. by the Chair, David Atkinson.

2. Approval of the Agenda

MOTION 35/2022

That the Strathcona County Library Board approve the Agenda as presented.

Moved by Keely Cronin. Seconded by Courtney Chamulke. CARRIED

3. Minutes of the April 25, 2022 Library Board Meeting

MOTION 36/2022

That the Strathcona County Library Board approve the minutes of the April 25, 2022 as presented.

Moved by Korinna Levangie. Seconded by Susan Miskiman. CARRIED

4. Business Arising from the Minutes – None.

5. Reports

5.1 List of correspondence: Incoming, Outgoing and Media Releases

5.2 Department Reports

Korinna Levangie asked a question related to the article included in the CEO report about the possibility of running programs like the one described in the article. Sharon will pass this along to her staff to report back in the June Department Reports. Susan Miskiman participated in the preview of the library's new web site. She was very happy with the new website. Thanks to staff for all their work. Kudos for getting us here. The new site is now on par with other libraries, and she likes how the information is organized. Korinna volunteered to help distribute Grade One Reading Kits at Ecole Campbelltown.

5.3 County Councillor Verbal Report

Councillor Lawrence reported that Council will be looking at all the capital projects that are proposed to see what is possible over next five to seven years. Things are moving along and getting back to normal after a lot of staff were off sick.

5.4 Chair Verbal Report

Nothing to report.

MOTION 37/2022

That the Strathcona County Library Board accept the Reports for Information.

Moved by Gene Syvenky. Seconded by Cathy Allen. **CARRIED**

6. New Business

6.1 2022 Capital Budget Amendment

Sharon explained that the cost of the new book sorter was a placeholder in the Capital Budget for 2022 based on the previous purchase price. The plan was to replace the sortation system sooner, but due to the November 2018 parkade incident and library displacement followed by the pandemic, the sorter did not get the same wear as if the Library had remained open throughout. The formal procurement process for such a large purchase poses challenges for estimating costs. If a company provides a quote, it is not allowed to bid, and there are only a few companies that supply this kind of equipment. There is money in the reserve to cover the actual cost of the sorter. The Board is being asked to amend the Capital Budget to match the actual cost.

Gene Syvenky asked how many projects are in the Capital Budget and if it is possible to update the amounts by the cost of inflation over time. Sharon will check on how inflation is applied.

Susan Miskiman asked about the legal fees cost. Sharon explained this was to consult a lawyer on the wording of the purchase agreement as suggested by County Procurement Services staff.

MOTION 38/2022

That the Strathcona County Library Board approve an increase of \$61,590 to the 2022 Replace Radio Frequency Identification Sortation System project, to be funded from the Infrastructure Lifecycle, Maintenance and Replacement Reserve.

Moved by Gene Syvenky. Seconded Keely Cronin. CARRIED

6.2 Public Advocacy Committee Meeting

The Chair of the Committee, Cathy Allen, reported that the meeting was productive. It was interesting to look at the Advocacy Strategy that was developed 2017-2021 to run in parallel with the library's Plan of Service. The Committee agreed this document has evolved from a multi-year strategy to just a list of stakeholders, so the document has been renamed. The Committee used this list to identify priority stakeholders for 2022 including:

- County Council,
- Candidates for the provincial election in 2023,
- County residents, and
- MLAs Councillors and the community at events Board Members may attend.

Advocacy action plans were drafted, and the Committee will meet in June and in the fall to continue to develop action plans.

6.2.1 Minutes of the May 2, 2022 Meeting

6.2.2 Draft 2022 Public Advocacy Committee Work Plan

MOTION 39/2022

That the Strathcona County Library Board approve the Draft 2022 Public Advocacy Committee Work Plan.

Moved by Courtney Chamulke. Seconded Keely Cronin. CARRIED

6.2.3 County Council/Board Event (For Discussion)

One action plan was about an opportunity to build relationships between the Library Board and Council and share information about library services, programs, and collections with new County Councillors. Many ideas were discussed. Ideally the tour would include the Bookmobile. Councillor Lawrence suggested a Tuesday when Council is meeting. The Library could provide lunch and a tour including the Bookmobile. Sharon was asked to contact the Associate Commissioner for Community Services and

the Scheduler for the Elected Officials Office. Suggested invitees are the Friends and the County Executive Team.

6.3 Approve Library Board Meeting Dates in 2023

It was decided to have the December board meeting would be on Dec 18, 2022.

MOTION 40/2022

That the Strathcona County Library Board approve the meeting dates for 2023.

Moved by Korinna Levangie. Seconded by Keely Cronin. CARRIED

6.4 Revise Library Land Acknowledgement

Sharon explained the history of the Library's Land Acknowledgement. While waiting for the County to draft an acknowledgement, a Library Board Member, Anne Nothof, drafted one for the library. Councillor Lawrence shared that the timing was excellent on this issue as the County is in the process of rewriting their land acknowledgement. Glen suggested that Sharon contact Sarah McKerry in the County's Legislative and Legal Services Department for more information.

7. Comments, Announcements, and Other Business

7.1 Board Member Round Robin

7.2 Upcoming Friends Meetings: September 12 and November 14, 2022

Sharon mentioned the Friends of the Strathcona County Library Society have a number of fund-raising ideas we will see in the future. There is a Casino date in 2023, and a Book Sale on May 28, where the Friends Board members volunteered to man the cash box. The books for the sale come from donations from patrons and deselection (weeding) of the library's collections.

7.3 Public Presentations

8. Adjournment

The meeting was adjourned at 7:15 pm.

David H. Adams

E. S. Mendenhall

Chair

Secretary/Treasurer