

**Strathcona County Library Board**  
**Minutes**  
June 17, 2024  
Strathcona County Hall Meeting Room L-1

**Board Members in Attendance**

Denise Charbonneau (Meeting Chair)  
Paul Ryzuk  
Ross Wilson  
Amy Koskela  
Donna Smith  
Korinna Levangie  
Marla Tonita  
Rebecca Gagnon  
Keely Cronin  
Councilor Glen Lawrence

**Library Staff**

Sharon Siga (Chief Executive Officer)  
Shelley Reason (Facility and Administrative Assistant - Minutes)

**1. Call to Order**

The meeting was called to order at 6:33 by Denise Charbonneau, Chair.

**1.1 Acknowledgement of Meeting Location**

**2. Approval of Agenda**

**MOTION 50/2024**

That the Strathcona County Library Board approve the agenda.  
Moved by Korinna Levangie. Seconded by Rebecca Gagnon.

CARRIED

**3. Approval of Minutes**

**MOTION 51/2024**

That the Strathcona County Library Board approve the minutes of the May 27, 2024  
Library Board Meeting.

Moved by Korinna Levangie. Seconded by Marla Tonita.

CARRIED

**4. Business Arising from the Minutes**

**5. Reports**

**5.1 List of Correspondence: Incoming, Outgoing and Media Releases**

**5.1.1 Email from the Edmonton Immigrant Services Association**

June 17, 2024

**5.2 Department Reports**

Denise Charbonneau is pleased Matamy Homes is sponsoring the Summer Reading Game. Sharon Siga displayed a Wonderbook, the latest collection the Friends of the Library are purchasing for the library.

**5.3 Minutes of the May 13, 2024 Friends of Strathcona County Library Society.**

Denise encouraged Board members to participate in the Tru Earth Laundry Sheet fundraiser the Friends are currently running.

**5.4 County Councilor Verbal Report**

Glen Lawrence informed the Board the County did well on its recent annual satisfaction survey. Council has been considering improvements to the traffic circle on Sherwood Drive.

**5.5 Chair Verbal Report**

No report.

**MOTION 52/2024**

That the Strathcona County Library Board accept the reports for information.

Moved by Paul Ryzuk. Seconded by Keely Cronin.

CARRIED

**6. New Business**

**6.1 Executive Committee Meeting**

**6.1.1 Draft Minutes of the June 11, 2024 Meeting (For Information)**

**6.1.2 2025 Capital budget and 2026-2028 Capital Plan**

Sharon explained the planning for the Capital Budget and Capital Plan.

**MOTION 53/2024**

That the Strathcona County Library Board approve the 2025 Capital Budget.

Moved by Donna Smith. Seconded by Rebecca Gagnon.

CARRIED

**MOTION 54/2024**

That the Strathcona County Library Board receive the 2026-2029 Capital Plan for information.

Moved by Ross Wilson. Seconded by Amy Koskela.

CARRIED

**6.1.3 Fees and Charges**

The Management Team is not proposing any fee changes.

**MOTION 55/2024**

That the Strathocna County Library Board approve the 2025 Fees and Charges.

Moved by Keely Cronin. Seconded by Paul Ryzuk.

CARRIED

June 17, 2024

**6.1.4 Annual Report**

The Board had positive feedback, and there was a discussion regarding land acknowledgements.

**MOTION 56/2024**

That the Strathcona County Library Board approve the 2023 Annual Report.  
Moved by Ross Wilson. Seconded by Marla Tonia. CARRIED

**6.2 Public Advocacy Committee**

**6.2.1 Draft Minutes of the June 5, 2024 Meeting (For Information)**

**6.2.2 Draft 2024 Public Advocacy Committee Work Plan**

**MOTION 57/2024**

That the Strathcona County Library Board approve the 2024 Public Advocacy Committee Work Plan.  
Moved by Korinna Levange. Seconded by Keely Cronin. CARRIED

**6.2.3 Draft Action Plans**

Rebecca Gagnon, Chair of the Public Advocacy Committee asked for feedback from Board on Draft Action Plans. The Board discussed advocacy with County Councillors to build relationships. The talking points include the importance of the library to the community and the future of the library in a growing community.

**6.2.4 Discuss Possible Advocacy Opportunities**

**6.3 Skills Survey Results**

**6.4 2025 Library Board Recruitment in the Fall of 2024**

Board discussed changes to Board recruitment document to go to the County.

**6.5 Former Board Member Interviews**

Keely Cronin reported the results of interviews with former Board members and presented suggestions to enhance the Board experience.

**6.6 Set meeting date for Policy Committee meeting in fall**

September 25, 2024, 6:30 pm.

In reviewing the time commitment for creating a new plan of service, and the current Board's satisfaction with the questions used for the self-evaluation and the CEO evaluation, the Board agreed that there is no need for the Ad Hoc Board Self-Evaluation Committee and the Ad Hoc CEO Evaluation Committee to meet this year.

June 17, 2024

**7. Comments, Announcements, and Other Business**

**7.1 Board Member Round Robin**

**7.2 Upcoming Events:**

Sherwood Park Chamber of Commerce meets the 3<sup>rd</sup> Wednesday, September to June, 11:30 to 1:00 pm, at various locations.

No local MLA events for June

**7.3 Upcoming Friends Meeting: September 9, 2024**

**7.4 Public Presentations**

No public presentations.

**8. Next Meeting Date**

**8.1** September 16, 2024

**10. Adjournment**

The meeting was adjourned at 8:32 pm.

A handwritten signature in cursive script, appearing to read "Dennis".

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Chair