

Strathcona County Library Board
Minutes
March 17, 2025
Strathcona County Hall Meeting Room L-1

Board Members in Attendance

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

Library Staff

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

Regrets with Notice

Rebecca Gagnon
Olubusayo Disu

1. Call to Order

The meeting was called to order at 6:32 pm by Denise Charbonneau.

1.1 Acknowledgement of Meeting Location

2. Approval of Agenda

MOTION 24/2025

That the Strathcona County Library Board approve the agenda as amended.
Moved by Paul Ryzuk. CARRIED

3. Approval of Minutes

MOTION 25/2025

That the Strathcona County Library Board approve the minutes of the February 24, 2025 Library Board Meeting.
Moved by Paul Ryzuk. CARRIED

4. Business Arising from the Minutes

None.

5. Consent Agenda Items

March 17, 2025

MOTION 26/2025

That the Strathcona County Library Board accept the consent agenda items for information.

Moved by Donna Smith.

CARRIED

5.1 List of Correspondence: Incoming, Outgoing and Media Releases

5.2 CEO Report

Sharon Siga reported that a staff member has filled the remaining Board Member shift for the trade fair.

5.3 Library Board Member Accountability

5.4 Provincial Priorities Act: Reporting Any Federal Funding Agreements

5.5 Minister of Municipal Affairs Letter re: Budget 2025

5.6 Minutes of the February 10, 2025 Friends of Strathcona County Library Society

6. Verbal Reports

6.1 County Councilor Verbal Report

Councilor Glen Lawrence reported the County has hired a new Chief Administrative Officer, Stacy Fedechko. Stacy was previously the County's Associate Commissioner for Infrastructure and Planning Services. This is the first time the County has hired the CAO from internal candidates, and Council is very happy with the decision.

6.2 Chair Verbal Report

Denise Charbonneau spoke with the new Chair of the Fort Saskatchewan Library Board. The discussion revolved around what a calendar year looks like and what the Board accomplishes in the year. Denise also attended the Friends of Strathcona County Library Society meeting. Their Book Swap and Social was a super event and The Friends did an outstanding job. They also have bags for sale. Next the Friends will be meeting to discuss strategy planning and determine where they fit in with the future of the library.

[Candace Tomlinson joined meeting at 6:55]

7. New Business

7.1 Sharon Siga commended Candace Tomlinson on her work throughout the year

March 17, 2025

that resulted in another clean audit. Both the auditors and the Executive Committee appreciated Candace's work. The Board all agreed that Candace's notes included in the meeting package regarding the financial statements are exceptional. Candace explained the areas the auditors tested and all testing has now been completed including the Library's payroll testing that was completed at the same time as the County's testing.

7.2 Audit Findings Report (for information)

7.3 Draft Strathcona County Library 2024 Financial Statements

Ross Wilson commented that the minor surplus is very good and is a reflection on good budgeting. Sharon commended the managers for keeping department spending on track throughout the year.

MOTION 27/2025

That the Strathcona County Library Board approve the 2024 Financial Statements.

Moved by Keely Cronin.

CARRIED

7.3.1 Draft Strathcona County Library Board Financial Statements for the Year Ended December 31, 2024

7.3.2 Management Notes for the Draft Financial Statements (for information)

[Candace Tomlinson left the meeting at 7:14 pm.]

7.4 Retreat

7.4.1 March 1, 2025 Retreat Summary

Staff were able to gather the information they required to move to next steps in developing the new Plan of Service.

7.4.2 Next Steps

Sue Colp and Karla Mallach are using the chart entitled "Success is" and are drafting objectives under each of the three goal areas. These draft statements will next go to the Ad Hoc Plan of Service Committee. Changes will be made based on their feedback, and then the draft will come to the Library Board for approval at the next Library Board meeting.

March 17, 2025

7.4.3 Retreat Evaluation Survey Results

The Board reviewed the evaluation, and Sharon noted the comments. Sharon will share the retreat evaluation results from the Management Team.

7.5 What “Buy Canadian” Could Mean in a Public Library Context

Counselor Tonita sent Sharon a question re: buying Canadian, and she shared her answer with the Board. It is complicated as most publishers and platforms for e-content are in the US. No comments or questions from patrons have come in to the library. Leah Faucher from Ernest and Young will provide information regarding the possible implications of tariffs. Sharon noted that the library has always had maple leaf stickers on Canadian books. In the library’s catalogue, it is possible to filter results by region, such as “Alberta” or “Canada.”

7.6 Appoint Ad Hoc Land Acknowledgement Committee

Denise Charbonneau, Keely Cronin and Amy Koskela were appointed to the Ad Hoc Land Acknowledgement Committee

7.7 Set Dates for Committee Meetings: Public Advocacy, Policy, Plan of Service

Ad Hoc Plan of Service Committee – March 24, 6:30 pm.

Public Advocacy Committee - Apr 3, 4:30 pm.

Policy Committee - Apr 15, 6:30 pm.

Land Acknowledgement Committee - May 1, 10 am.

8. Comments, Announcements, and Other Business

8.1 Board Member Round Robin

8.2 Upcoming Friends Meeting: April 14, 2025 CC MR 5

8.3 Dinner with Fort Saskatchewan Public Library Board Members

June 5, 2025 is date tentatively chosen for our library to host a dinner with Fort Saskatchewan Public Library Board members. This time, the library could extend the invitation to St. Albert Public Library. There could be pre-selected questions to guide discussion.

9. Public Presentations

None.

10. Adjournment

The meeting was adjourned at 8:05 pm.

March 17, 2025



Chair