

Strathcona County Library Board
Minutes
June 16, 2025
Strathcona County Hall Meeting Room L-1

Board Members in Attendance

Paul Ryzuk
Amy Koskela
Rebecca Gagnon
Denise Charbonneau (Meeting Chair)
Olubusayo Disu
Marla Tonita
Ross Wilson
Keely Cronin
Councilor Glen Lawrence

Library Staff

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

Regrets with Notice

Donna Smith

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 49/2025

That the Strathcona County Library Board approve the agenda.
Moved by CARRIED

3. Approval of Minutes

MOTION 50/2025

That the Strathcona County Library Board approve the minutes of the May 26, 2025
Library Board Meeting as amended.
Moved by CARRIED

4. Business Arising from the Minutes
None.

5. Consent Agenda Items

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MOTION 51/2025

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

Moved by

CARRIED

5.1 List of Correspondence: Incoming, Outgoing and Media Releases

5.2 CEO Report

5.3 Article from the State of America's Libraries 2024, American Library Association

5.4 Minutes of the June 9, 2025 Friends of Strathcona County Library Society

6. Verbal Reports

MOTION 52/2025

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

Moved by

CARRIED

6.1 County Councilor Verbal Report

Quiet. Lot of ward things, big flood yesterday. County got 2.5 in in under an hour. Pretty quiet council front.

6.2 Chair Verbal Report

Attended 2 day services branch symposium empowering seniors. Thoughtful in organization that spoke, lightning rounds, well rounded excellent couple of days. What an opportunity to show off library. Tour of lib day 1, bookmobile day 2. Wonderful feedback. Want in community good to see operation, funding. Extra touches staff. Kudos to staff. 120 people from across province. Plsb appreciates we get free agora, they have to pay for lunch, breaks, parking for speakers. Easier for invoicing for plsb. Can send lots of staff because right across aisle. DC attended friends board meeting, had to go and find more chairs. Even bigger difference, tonnes of ideas, go over bylaws, very keen, looking at more opportunities for their volunteers and public.

7. New Business

7.1 Draft Minutes of June 9, 2025 Executive Committee Meeting (For Information)

7.2 2026 Capital Budget and 2027-2030 Capital Plan

Ss directed attention to 2 unusual items. Pooled value of items reach threshold of capital. 2 very big new things for 2026 retrofit of retired transit bus, unusual. Plan was talk to fleet service, planned on replacing in 2030. Things have become complicated, the bus that works the best in the county for getting into different

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areas that company has stopped making diesel busses, only electric. May not work in rural routes. At some point it may, but by 2030, may be not. Fleet services says chasis is immaculate, recommending replacing transmission or engine to elongate life of bkml. Suggested giving us a decommissioned bus, best one, offer to purchase for \$1. Library will be responsible for replairs. 250 000 for replacing bus, taking more time to repair, idea is to trade. Hot swap. Decommissioned bus will have air con, current does not. This will be summer bus. Start in may till possibly oct. put in place holder to take out seats, put in clamping system, children's area. This is high estimate. Other is exec committee proposing we look at opening a temp leased branch. Proposal is to look at 2028. Plopped the funds we have in the reserve for a 2nd branch, may not have to spend all those \$. Will talk to ST Ab as they have an equilvant branch, talking to epl, more info. Dollars parked for now. Sent out email with part of facility report thtat this recommendation is coming from and chart. Urban setting lib branches 5 km apart, 2.5 km away, then use falls off. Stoney plane opened rec centre and libr branch will make more use now. Even in stoney plain that is the conventional wisdom. Will know more as more time goes by and more planning to be done. Unique in this years capital plan. Marla wondering about timeing of opening new branch, not 2029 because of election. Would be before 2028 because of all processes? New plan of service comeing on stream, and equilvant operational plan document. A few operational things that need to get out of way, will not be able to do it until 2027. From operational side of running it, did have a bump from industrial growth, did consciously use up that operational cap, that is what has been going into the reserve along with other, will not cover everything, but will help. Will direct what used to go into reserve to helop/

MOTION 53/2025

That the Strathcona County Library Board approve 2026 Capital Budget.

Moved by

CARRIED

MOTION 54/2025

That the Strathcona County Library Board receive the 2027-2030 Capital Plan for information.

Moved by

CARRIED

7.3 2026 Fees and Charges

MOTION 55/2025

That the Strathcona County Library Board approve library's 2026 Fees and Charges.

Moved by

CARRIED

7.4 2024 Annual Report

Ss community page will be a bit of rewriting because we want to mention Colchester. This is a sense, but not exactly, sense lots happening across county. Talking to Sherwood heigts rased beds would like programming. Please to recognize indigenous programming. Frog picture good.

MOTION 56/2025

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That the Strathcona County Library Board approve the 2024 Annual Report.
Moved by CARRIED

7.5 2025 - 2028 Plan of Service:

Working on for over a year, dc, gathering info. Going to public services branch. Ss culmination of all work, will be if approved, can do edits, changes, concerns, whatever happens will be submitting by end of June. Excited to if approved to take to council on sept 9. Picked that day for public launch as well, goals, objectives, mission vision values. A lot of work km & sc, planning committees, lots of board work great sounding board, things brought and reworked and brought back to board. thanks for all energy and support. Not wedded, if you have concerns. Trying something different with 3 parts. Input, gathering what we heard, taking action. Dc shows community how came about. Comprehensive view how plan of service developed and where came from. Keely happy with values and goals, so much discussion over language, over pinning down what community was asking for. Access, connection discovery can be combined in great ways. Sometime felt like we would never get to focus. Mt likes presentation, very clear, design of it where words stand out, agree, goal objective, colour, presentation makes it easy to make sense of. Likes what is said.

Thank km and Sc for all their work, guidance, organization, neat printing.

MOTION 57/2025

That the Strathcona County Library Board approve the 2025-2028 Plan of Service document that will be submitted to the Public Library Services Branch of Alberta Municipal Affairs.

Moved by CARRIED

8. New Business

8.1 Minutes of the May 21, 2025 Meeting

8.2 Draft Land Acknowledgement

Dc, proposed land acknowledgement, ds sent, wasn't clear. Ds wondering about the second paragraph, pg 61, wondered whether if board responsibility with acknowledging wrong doing. Is this direction board wants to go. Any one else with this concern. Discussed language quite a bit. Do you want more, or less. Keely likes it, it's very straight forward, no prancing around issue and making everyone feel better. Is there a concern with it? No. Are there other concerns? Amy change title from ad hoc land. Amy had concerns re language, like because first step to reconciliation that does this. Shorten statement to make more meaningful. Mt likes it, how did you figure it out. Communications had found other acknowledgements. Shared history dc liked. Started with something, amy had bits, clean up language, and kept it short, point of removing all nations not to be disrespectful, having a meeting, no one will listen, point of removing, but not discredit, or disrespect. Paul like clear concise language, tying back to trc report, when we're doing this, does it knock off the trc report check boxes. DC every doc is a sBefore we release to public check trc, and check with anyone that identifies with it. Dc can't say we checked trc. Paul said to check summary, aligns with it. Someone should

look at that through this lens. Did we shop this around with members of public. Dc that is one of the things said re land acknowledgements, indigenous leaders says your land acknowledgement for your organization. Rebecca not acknowledging first nations that have on these lands. What was reasoning for taking out 3 groups, just for succinctness. Amy most finds these things tedious vs meaningful. Is acknowledge in written, this is just for meetings, could add inuit to be more inclusive, pronunciation, having correct pronunciation, could put it back in. we acknowledged many nations, inuit back in...this is withing metis, but not acknowledging others. Keely, people that have done that work, we are here, likes storytelling. Took that from epl. Rebecca should be organized based. Amy thought of connection because of plan of service. Put back in one sentence many first nations...cared for for generations. Between first and second sentence. Acknowledge, commit, move forward. Ross feels impersonal, opportunity in meetings to personalized. Is this really in spirit of reconciliation, rather than boarder quefsiton. Amy never read a statemtn that doesn't have prepared iar. Keely anything that is prepared in advance may come off as performative. If we want more personal & meaning ful to add personal touch. Or there is no point in prepared statement. That is much more inline with hwat seen in public sector. First stentence given, second paragraph speaker personalizes for meeting. Dc spontaneous at board meeting, terrible off the cuff speaker, would be cautious with land ackn where she puts foot in it. Ross does meaningful conncection speaker and meeting, more resonation with meeting and reconciliation. Ss guide def says ideal, each time you talk about your connection to land and tie into what is to follow, not everyone comfortable, we proff something, then encourage if there is some piece they would like to personal. Compromise after first paragraph, can add own, or if nothing can go with prepared. If they want to do preperation then can. DC no reason why dc needs to be person with land ackn. Paul you can make your own, by making it intentional, type of meditation you are giving it purpose, difference beteen reading out lout and delivering them conciously, that way you can make this meaningful. If you are comfortable adding, not necessary, if meaningful. Ross if people are comfortable with this, if comfortable with additional piece, doesn't completely meaningful connection what you're reading, how do you access if meaningful vs informative, does that mean they have connection. Dc if you month can add between paragraphs, then you can. If you not comfortable, with public performance, volunteer, for sept Rebecca. Amy guideline or policy re land ackn or indigenous inclusion. We don't in the form of guildine or policy. Became part of agenda.

MOTION 58/2025

That the Strathcona County Library Board approve the draft land acknowledgement for use at its meetings.

Moved by

CARRIED

8.3 Skills Survey Results

If you intend to apply let dc know, paul, ross, Rebecca, donna. More of an idea of continuity. Did not pinpoint areas where we were short. Trauma response, wasn't looking for anything. Another area of skills that I have. Misinturprented mt, way she understood it, felt it was helpful. Meant it was one of those skills, looking for more tangible, soft skills, we can disregard those when we are taling about all kinds of things. Interacting with one another at a

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meeting. May be helpful to have an appreciation of cultural...busayo quite straight forward, in terms of diversity and inclusion, want to make sure board is well represented, to represent groups in county and new comers, county getting more ai literacy feel like we need using to save time. Has been or may be helpful to board, may not have been in past, may be in future. Dc included in profile, not people for cultural programming, perspective would be better. Do I feel has been, that has been helpful. Rural members, gender if we can get them to apply, is there a perspective that there be cultural and new comer considered. Focused on urban rural split. Take who ever they are. Try to get rural urban, do not get a lot of rural people applying. Always get 10 people for 3 positions and all good. Hard to get a balance, cultural not talke about. May want to broaden to under represented populations. Looking at other side modified what was in package representing populations, tech invoations, ai, as skills, took out trauma response. Not intended. Financial accuman, impact of audit, key role of board. keely wondered if need, lots of education, more policy? Board experience, understanding of governance, to keep in mind, understand this is a policy governance, policy experience or governemtn replations experience. Do we need to include? Someone with board experience may be an assest. Governance board. or a knowledge of governance. Question 6 not for profit policy and governance. 1 has broad, one not. Bit of a gap. Dc looking at governance committee profile we do have something on there, understands, in particular, following areas not represented by this board do we want to put policy governance in profile. Not for profit governance. Policy is impartant part of that. Statement understand governance board, make sure they are not going to be fundraising, add that piece. Purpose of survey to assess skills missing, 2 repsonse for not coming back, is that not huge gap in skills? Should we not include. Whole purpose of survey, borad general experience in all categories. May not help with laundry list. May just be more powerfull to say we are looking for 3 things. If asking for board experience may be built in. what are skill gaps for next 3 years. Fund raising, capital project, fund raising expertise attracts a different type of person, how do you word that. Capital project for this branch, how will run for next branch, does that come from operational staff. Set up capital campaing team, separate from board, from community, wheo knew people, different skill from governance. All about checks and balance re documents, fine eye for suggestions or ways of doing things, operations big projects would require board approval, that type of backgoround would be helpful. Board strikes sub committee, board will need help. Tech innovation, underrepresente population, financial background, governance experience, legal. Under represented populations and financial backgrounds, dc. pick 2. Why do we have 2 people responding. 5 may not be coming back, were the skills of the people definitely back only 2 applied. Amy from underrep population, hard to access from paper. Application. Not necessary able to see that they have a disability, or immigrated, potential you will, when you interview. What criteria when seleting new board members, up to council. How we do it, we get directors ask them what are you looking for. We have the ability to ask in interview process is we're looking for a special skill set. Would you feel comfortable council saying what do you feel is your unique perspective. Does ask. Directors were exluded, what are you looking for. Can go through applicants, not in resume can ask question. Have people apply, don't care, colour, education, etc, you are applying for board and get based on your merit. Prefer to have the director in the interview or talk beforehand re directon board wants to go. Glen question thought sounded like interview process? To give council idea what we are indentifying that we need more of on board. underrepresented population, financial background.

Busayo why selecting 2 out of 4? Suggest and let them use which ones they want. When

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present 10 things, gets lost. If we focus, they realize this what we want to focus on. These are the things we need to adequately represent our community. Amy representation amy is rural, do you want to remove. Half rural half urban or 30 70 would be ideal. Hard to get, makes sense to maintain. We've had rural people apply but have gone with complete urban, right person. Put on because of ability. Ross pauls comment re legal representation, key skill set, if we don't put down we may kick ourselves, wheel house, critical skills sets that we're underrepresented. Critical. As long as we don't get all lawyers and all accountants. Thinks its one of those things, hard to attract lawyers. Valuable skill set, for profit or large not for profit that isn't prioritizing legal expertise. Add legal to list. Council knows who they want and we have little to no control.

8.4 2026 Library Board Recruitment in the Fall of 2025

8.5 Former Board Member interviews.

9. Comments, Announcements, and Other Business

9.1 Board Member Round Robin

9.2 Upcoming Friends Meetings: September 8, 2025

9.3 Public Presentations

10. Adjournment

The meeting was adjourned at **pm**.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Chair