

Strathcona County Library Board
Minutes
October 27, 2025
Strathcona County Hall Meeting Room L-1

Board Members in Attendance

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

Library Staff

Sharon Siga (Chief Executive Officer)
Candace Tomlinson (Accountant) – part of the meeting
Shelley Reason (Facility and Administrative Assistant - Minutes)

Regrets with Notice

Councillor Glen Lawrence

1. Call to Order

The meeting was called to order at **6:31 pm** by Denise Charbonneau.

1.1 Acknowledgement of Meeting Location

Rebecca Gagnon made the land acknowledgement for this meeting.

1.2 Select Board Member to Present Land Acknowledgement at the next Board Meeting

Donna Smith volunteered for the November meeting.

2. Approval of Agenda

Agenda item 7.4 “In Camera Session” was removed and replaced with “Advocacy Update.” A draft motion was added to Verbal Reports to be accepted for information.

MOTION 82/2025

That the Strathcona County Library Board approve the agenda as amended.

Moved by Paul Ryzuk

CARRIED

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3. Approval of Minutes

MOTION 83/2025

That the Strathcona County Library Board approve the minutes of the September 15, 2025 Library Board Meeting.

Moved by Keely Cronin

CARRIED

4. Business Arising from the Minutes

None.

5. Consent Agenda Items

MOTION 84/2025

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

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

5.4 Minutes of the September 8, 2025 Friends of Strathcona County Library Society

6. Verbal Reports

6.1 County Councilor Verbal Report – None.

6.2 Chair Verbal Report

Denise Charbonneau attended the Sherwood Park Chamber of Commerce Beef Beans and Blue Jeans event. Denise had the opportunity to talk to some new community members about the library.

MOTION 85/2025

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

Moved by Keely Cronin

CARRIED

7. New Business

7.1 Draft Minutes of the October 2, 2025 Executive Committee Meeting (For information)

7.2 Draft 2026 Operating Budget

Sharon Siga explained the changes in the draft budget for 2026 compared to the 2025 budget. One budget pressure the library is experiencing is the rising cost of digital content. Sharon also explained the library’s proactive strategy of directing funds to the New Service Point Reserve. In 2028, instead of transferring funds to the reserve, these funds will be directed to the operating costs of the new branch. This means the library will not have to ask the County for a large increase in funds to begin operating a new branch in 2028.

Candace Tomlinson explained debentures will begin ending in 2033, and more will drop off every 3 months after that. This means more money will be available for operating costs.

A discussion occurred regarding other libraries using reserve funds as well.

MOTION 86/2025

That the Strathcona County Library Board approve the 2026 Operating Budget.
Moved by Amy Koskela CARRIED

7.3 2027-2029 Operating Budget Projections

Candace Tomlinson explained that she had provided a Budget Projection Impact estimating the operating costs for the new library branch. Estimates were based on St Albert Public Library’s Jensen Lake branch, and Edmonton Public Library’s new community branches. There are funds in the reserve for any leasehold improvements, equipment and furniture needed.

MOTION 87/2025

That the Strathcona County Library Board receive the 2027-2029 Operating Budget Projections for information.
Moved by Keely Cronin CARRIED

[Candace Tomlinson left the meeting at 7 pm]

7.4 Advocacy Update

Sharon is on the steering committee for a provincial public library advocacy effort. On October 27, the committee held a virtual meeting of the CEOs of the regional library systems, medium-sized libraries, as well as Calgary and Edmonton Public Libraries. There was agreement to move forward on the advocacy approach that was presented. With feedback and local examples, an advocacy toolkit will be developed. There will be three funding asks: increasing the per capita amount used to calculate the annual operating grants, indexing the per capita rate to inflation, and using current population figures to calculate the grants. The Public Advocacy Committee is meeting on November 3.

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8. Comments, Announcements, and Other Business

8.1 Board Member Round Robin

8.2 Upcoming Friends Meetings: November 10, 2025

8.3 Public Presentations

9. Next Meeting Date

9.1 November 17, 2025

10. Adjournment

The meeting was adjourned at **7:39 pm.**

A handwritten signature in black ink, consisting of several overlapping loops and a long, sweeping tail that extends to the right.

Chair