



**Meeting Minutes
City of Grande Prairie Library Board**

Tuesday, October 10, 2023
Testing Centre

Attendees

Present: H. McCullough (Acting Director), D. Normington (Chair), E. Fisher, M. Erickson, W. Pilat, L. Beaupre

Regrets: S. Bossen, D. Whiteway (V. Chair), D. Lemieux
Recording Secretary: N. Hojka

1. Call to order

1.1 Land Acknowledgement

Board Chair D. Normington calls the meeting to order at 5:35 p.m.
Land acknowledgement.

1.2 Approval of Absences

Moved by E. Fisher. Seconded by M. Erickson.
That the Board approves S. Bossen's October meeting absences. (23-052)

CARRIED

1.3 Approval of Agenda

Moved by W. Pilat. Seconded by L. Beaupre. (23-053)

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the September 12, 2023 Board Minutes

Moved by E. Fisher. Seconded by M. Erickson.
To approve the September meeting minutes as presented. (23-054)

2.2 Library Report

D. Normington happy to see work with the Resource Centre for Suicide Prevention doing programs for young and old patrons. Excellent to see that the Teen Volunteer program is turning into jobs for the volunteers.

D. Normington confirms the consent agenda is adopted.

3. Items for Decision

3.1 Financial Statements

Moved by E. Fisher. Seconded by L. Beaupre.
That the board approves the August balance sheets and income statements. (23-055)

CARRIED

3.2 Board Committee Reports

3.2.1 Finance Committee – Committee Chair not present

3.2.2 HR Committee – Committee Chair not present. D. Normington updated the Board on the Director search. The job ad was posted with the help of B. Randolph on September 29. The job is scheduled to close October 30 but will be extended if needed.

3.2.3 Planning Committee – E. Fisher informed the Board that the Committee met and are working hard on an orientation guide for new Board members. A draft will be ready for review at the October Committee meeting, with a final draft being presented at the November Board meeting. This document will be used to assist with recruiting additional members and orienting the three or four new members that are likely to join in the upcoming months.

3.3 Policy – SECTION 1 – Bylaws

H. McCullough informed the Board that the Bylaws have been amended to reflect the legal name of the Library. Once approved, the Bylaws will be sent to Council for acceptance and forwarded to the Public Library Services Branch (PLSB).

Moved by M. Erickson. Seconded by E. Fisher
That the Board accepts Section 1 – Bylaws as amended. (23-056)

CARRIED

4. Items for Discussion/Action

4.1 Report Board Hours

Board members reported their volunteer hours for September.

4.2 Board Retreat Action Items

Included for information.

4.3 CBC Tenancy

H. McCullough presented the history of the CBC's tenancy at GPPL. Current agreement ends September 2025. City administration has informed GPPL that we may terminate the agreement with 6 months written notice.

Moved by L. Beaupre. Seconded by W. Pilat.
Motion to provide written notice to the City of Grande Prairie asking them to terminate the lease agreement with the CBC with 6 months' notice. (23-057)

CARRIED

4.4 Virtual Attendance – Board Meetings

The Board supported virtual Board meeting attendance options to be made available for Board members.

Moved by E. Fisher. Seconded by M. Erickson.
Motion that the Board approves virtual attendance by Board members with policy to come. (23-058)

CARRIED

Moved by E. Fisher. Seconded by M. Erickson.
Motion to direct administration to investigate technology upgrades to support virtual meetings and potential earnings revenue. (23-059)

CARRIED

5. Items for Information

The Board accepts the items for information as presented.

Moved by M. Erickson. Seconded by W. Pilat
That the Board nominate E. Fisher as the third signing authority for GPPL. (23-060)

CARRIED

6. Other

6.1 News

No news.

7. In Camera Discussion (standing item)

8. Next Meeting

November 14, 2023

9. Adjournment

On motion of E. Fisher, the board adjourned at 6:36 p.m.

Minutes Approved:

Chairperson

Date