



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

Tuesday, October 12, 2021

Zoom Video Meeting

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**Attendees**

Present: D. Cryderman (Library Director), N. Chappell (Chair), G. Scerbak (Vice Chair), M. Evans, D. Normington, E. Fisher, J. Makus, R. Chapman

Regrets: M. Byers, M Pollock

Presenting: M. Rempel

Recording Secretary: N. Hojka

**1. Call to order**

Board Chair N. Chappell calls the meeting to order at 5:32 p.m.

**1.1 Approval of Agenda**

Move Agenda Item 5.4 to 5.1 Request for Decision – Digital Signage Phase

Moved by G. Scerbak. Seconded by E. Fisher.

**CARRIED**

**2. Consent Agenda**

**2.1 Approval of the minutes of the September 14, 2021 Board Minutes**

**2.2 Library Report**

N. Chappell confirms the consent agenda is adopted.

**3. Items for Information**

The Board accepts the items for information as presented.

**4. Items for Discussion/Action**

**4.1 October and December Meeting Dates**

N. Chappell cancelled the December board meeting.

## 5. Items for Decision

### 5.1 Request for Decision – Digital Signage Phase 1

M. Rempel presented the request for decision for the first phase of the digital signage project for GPPL.

Moved by D. Normington. Seconded by J. Makus.

That the board approved the costs associated with the digital signage project as presented.

**CARRIED**

### 5.2 Financial Statements

Moved by D. Normington. Seconded by R. Chapman.

That the board accepts the August balance sheet and income statement.

**CARRIED**

### 5.3 Board Committee Reports

**5.3.1 Finance Committee** – D. Normington informed the board that the committee did not meet this month however, a preliminary meeting regarding the 2022 budget was held with D. Cryderman. There is a funding shortfall for 2022 and options for balancing the budget were discussed with the board to help direct the finance committee's November meeting.

**5.2.2 HR Committee** – The HR committee met to prepare for the Director's annual evaluation. Evaluation forms will be distributed to the board members this week. The Director's evaluation and the board member's self-evaluation will be brought to the November meeting.

**5.2.3 Planning Committee** – The planning committee met to discuss the Occupancy Agreement with the City of Grande Prairie. The document will be returned to the City with edits and will hopefully be back before the board for the November meeting.

### 5.4 Policy – Section 1: Bylaws

Moved by G. Scerbak. Seconded by R. Chapman.

That the library bylaw be approved as amended.

**CARRIED**

### 5.5 In-camera discussion (standing item)

Not required at this meeting.

**6. Other**

**6.1 News**

N. Chappell would like to thank R. Chapman for her immeasurable service to the board, she will be greatly missed.

R. Chapman farewell and thank you to the board.

M. Evans informed the board that the bylaws and paperwork for the establishment of the Champions of the Library were sent off last week.

D. Cryderman invited board members to a naloxone refresher course October 21. The newly elected Council is visiting October 26 between 1 and 2pm, all board members are welcome to attend. Also, please check out the GPPL Facebook page to see the videos J. Fehr created showing municipal funding and library benchmarks.

**7. Next Meeting**

November 9, 2021

**8. Adjournment**

Meeting was adjourned at 6:30 p.m.

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Minutes Approved:

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Chairperson

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Date