



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

Tuesday, February 13, 2024
Testing Centre

Attendees

Present: H. McCullough (Director), D. Normington (Chair), E. Fisher, S. Bossen, D. Lemieux, S. Seitz, L. Kerkhof, D. Francis, W. Pilat, L. Beaupre, M. Erickson

Regrets: N/A

Recording Secretary: D. Anderson

1. Call to order

1.1 Land Acknowledgement

Board Chair D. Normington calls the meeting to order at 5:31 p.m.
Land acknowledgement.

1.2 Approval of Absences

1.3 Approval of Agenda

Change of number 6 to 7.
Moved by S. Bossen. Seconded by E. Fisher. (24-007)

CARRIED

2. Election of Officers

2.1 Chair

Moved by E. Fisher. Seconded by M. Erickson.
To nominate D. Normington as the Chair of the GPPL Board.

2.2 Vice Chair

Moved by D. Lemieux. Seconded by W. Pilat.
To nominate E. Fisher as the Vice Chair of the GPPL Board.

2.3 Appointment of members to Planning, Finance, and HR Committees

Planning Committee:
E. Fisher, S. Bossen, S. Sheitz.
Finance Committee:
D. Francis, W. Pilat, L. Beaupre.

Human Resources:
D. Lemieux, M. Erickson, L. Kerkhof.

Moved by D. Lemieux. Seconded by S. Bossen.
That the board approves the committee members. (24-008)

CARRIED

2.4 Signing Authority

TBD when Finance Committee holds next meeting.

3. Consent Agenda

3.1 Approval of the minutes of the January 9th, 2024 Board Minutes

Moved by S. Sheitz. Seconded by S. Bossen.
To approve the January meeting minutes as presented. (24-009)

CARRIED

3.2 Library Report

D. Normington confirms the consent agenda is adopted.

4. Items for Decision

4.1 Financial Statements

Moved by E. Fisher. Seconded by W. Pilat.
That the Board approves the December balance sheets and income statements. (24-010)

CARRIED

4.2 Board Committee Reports

4.2.1 Finance Committee – (Chair: Vacant) – Nothing to report.

4.2.2 HR Committee – (Chair: D. Lemieux) – Nothing to report.

4.2.3 Planning Committee – (Chair: E. Fisher) – Nothing to report.

4.2 Annual Report

H. McCullough presented the Annual Report to the board.

Moved by E. Fisher. Seconded by M. Erickson.
The board accept the 2023 Annual Report as amended. (23-011)

CARRIED

5. Items for Discussion/Action

5.1 Report Board Hours

Board members reported their volunteer hours for January.

5.2 Board Retreat Action Items

Included for information.

6. Items for Information

6.1 Sunday Hours

Extending the Sunday operating hours was discussed, will provide updates at the March meeting.

6.2 Pretty Fly for WiFi Program Discontinuation

Discontinuation of the program will take place in April 2024.

6.3 Audit Planning Letter and Independence Letter

7. Other

7.1 News

E. Fisher – Introduced co-workers with the Grande Prairie Police Service to the Library's digital offerings, including Libby.

L. Kerkhof – Busy with the Alberta Winter Games, looking forward to the long weekend.

S. Bossen – Excited about the Alberta Winter Games. Shout out to Judy Garlinski for 30 years of service at the library, grateful for her work over the years.

8. In Camera Discussion (standing item)

The Board did not meet in camera.

9. Next Meeting

March 12th, 2024

10. Adjournment

On motion of E. Fisher, the Board adjourned at 6:58 p.m.

Minutes Approved:

Chairperson

Date