County of Grande Prairie No. 1 Library Board

May 31, 2022

La Glace Community Library, County of Grande Prairie

Present:

Karen Rosvold County Board Chair

Cameron Donald County Board Member

Leanne Germann County Board Member

Lavonne Petkau County Board Member

Christine Nofziger County Board Member

Kathleen Turner Library Manager/FCSS Director

Serena Boyte-Hawryluk Library Services Team Lead

Wanda Penner La Glace Library Coordinator

Louisa Robison PLS Director

Gail Perry Valhalla Library Coordinator

Emily Andrews Summer Programs Facilitator

Regrets:

Chelsea de Ruiter Hythe Library Coordinator

Michelle Gillis Elmworth Library Coordinator

Pam Rintoul County Board Member

Brian Peterson County Board Member

The meeting was called to order at 14:00.

1. Approval of agenda –

Motion by Christine Nofziger to approve the agenda.

Carried. 13/05/31

1. Minutes approval – Minutes of the February 1 meeting were previously approved through an online motion and vote. A summary of the board’s email discussion and vote was provided to the board.
2. Correspondence – The board received the following correspondence:
   1. Meeting Minutes and Librarian’s Report from Sexsmith Shannon Library
   2. 2021 Financial Review and 2022 Budget from Grande Prairie Public Library
   3. 2022 Budget from Beaverlodge Public Library
3. Business Arising –
   1. Banking Changes Update – Serena provided a verbal update that there were a number of delays at ATB’s end in getting the banking changes made. In the past week, things have started moving forward and documents have been prepared. The bank has created a new entity (County of Grande Prairie No. 1 Library Board), which will have one account for each library that it operates.
   2. 2021 Financial Statements – A Statement of Revenue and Expenditures was prepared by Metrix Group and shared with the board.

Motion by Leanne Germann to accept the 2021 Statement of Revenue and Expenditures for information. Seconded by Lavonne Petkau.

Carried. 14/05/31

* 1. Strategic Planning – As the board had passed a motion in May 2021 (25.05/11) to engage Holly Sorgen for a strategic planning session in the second quarter of 2022, the board discussed potential dates and locations, what the purpose of the strategic planning will be, and the value of having library staff contribute ahead of the session.

Motion by Cameron Donald to plan a strategic planning session with Holly Sorgen in early fall, prior to Thanksgiving.

Carried. 15/05/31

1. New Business –
   1. New Staff Introductions – The board extended a warm welcome to Jannie Nyland, La Glace Library Assistant, and Emily Andrews, Summer Library Program Facilitator.
   2. Policy Review

L9: MEETINGS – The board decided to add “Decisions about meeting format will be made by the board chair” to clause 1.   
Motion by Lavonne Petkau to approve L9: MEETINGS with amendments.

Carried. 16/05/31

L21: MEETING ROOMS –   
Motion by Christine Nofziger to approve as reviewed.

Carried. 17/05/31

L25: WORKPLACE VIOLENCE, HARRASSMENT, AND OTHER UNACCEPTABLE BEHAVIOURS -   
Motion by Leanne Germann to approve as presented.

Carried. 18/05/31  
L26: PROVISION OF SERVICE TO THOSE UNABLE TO USE CONVENTIONAL PRINT -   
Motion by Cameron Donald to approve as presented.  
 Carried. 19/05/31

1. Community Libraries Report – An update of happenings at the community libraries and in administration was provided to the board.
2. Peace Library System update – Library Managers Council was held in early May, which was the first meeting in at least two years. Mallory, a PLS consultant librarian, is working on accessibility for the library websites. TRAC advisory council meeting took place in mid-May. PLS is looking for strategic planning ideas for the future with Margaret Law, TAL Director and efficiency consultant for libraries. PLS is asking libraries to spend their allotments more evenly throughout the year, to reduce heavy and inconsistent workloads at PLS. Louisa was asked to look for library people in our area to speak on CBC about recommended reads. Audited financials were approved at the previous board meeting and will be sent out with the annual report and newsletter. Indigenous outreach to Horse Lake could be a partnership with County Libraries, if a connection can be made with that community.

Motion by Leanne Germann to direct administration to work with PLS to seek information about setting up library outreach services in Horse Lake.

Carried. 20/05/31

1. Roundtable –

Leanne – Appreciates the meeting information sent out before the board meeting to give board members time to review and prepare for the meeting.

Lavonne – Accolades for Wanda Penner, who is doing a great job at the La Glace Library.

Gail – Enjoyed the public librarians meeting at PLS.

Karen – Asks if PLS will be having a virtual conference in the fall? Louisa says “Stronger Together” will take place October 6-7, 2022. A local PLS conference will take place in person in fall 2023. Karen’s recommended read: “Woman with a Plan” by May Musk.

1. Meeting adjourned at 15:04.

Minutes approved on September 13, 2022.

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Board Chair Date