

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

Tuesday, April 10th, 2018

Grande Prairie Public Library Boardroom

Attendees

Present: M. Curry (Director), G. Scerbak (Vice-Chair), C. Blackburn, T. Blake, A. Bonetti, T. Brown, D. Tennant

Regrets: M. Evans (Chair), R. Rutt, N. Chappell, M. Daudlin

Recording Secretary: P. Crocker

1. Call to order

Vice-Chair G. Scerbak called the meeting to order at 5:31 p.m.

1.1 Approval of Agenda

T. Brown requested the addition of agenda item 3.7 Website Update.

Moved by C. Blackburn. Seconded by T. Brown

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the March 13th Board Meeting

2.2 Library Report

G. Scerbak confirmed that the consent agenda is adopted.

3. Items for Discussion/Decision

3.1 Financial Statements

Moved by T. Brown. Seconded by A. Bonetti.

That the January financial statements are approved.

Moved by T. Brown. Seconded by D. Tennant.

That the February financial statements are approved.

CARRIED

3.2 Board Committee Reports

Finance Committee – T. Brown and M. Curry attended the presentation of the 2017 audited financial statements to the Corporate Services Committee of City Council.

HR Committee – Nothing to report.

Planning Committee –

- The first draft of the Risk Management Policy was distributed to Board members. The final draft of the policy, inclusive of feedback from Board members, will be brought to the May Board meeting for approval.
- G. Scerbak discussed plans made for M. Curry to initiate a meeting with the Superintendents for the School Districts. The meeting is to involve the Board Chairs from both organizations to discuss the possibility of a social hosted by GPPL.
- A model for the Community Outreach Van has been selected and methods of funding and/or sponsorship are being explored.

3.3 Policies for Approval

3.3.1 Hours of Work (10.6)

M. Curry presented policy changes recommended by N. Chappell, chair of the Human Resources committee.

Moved by T. Brown. Seconded by T. Blake

That policy 10.6 is approved as amended.

CARRIED

3.3.2 Leaves of Absence (10.7)

Moved by A. Bonetti. Seconded by C. Blackburn

That policy 10.7 is approved.

CARRIED

3.4 Plan of Service 2018 Operational Strategies report

M. Curry presented the 2018 Operational Strategies report to discuss progress being made so far in Year One of the 2018-2020 Plan of Service.

Moved by T Brown. Seconded by C. Blackburn.

To accept the information as presented.

CARRIED

3.5 Wayfinding and environmental graphics proposal

M. Curry discussed the wayfinding proposal, including pictures of hypothetical design options, which would improve navigation and align GPPL's interior more closely with its brand.

Moved by A. Bonetti. Seconded by C. Blackburn.

To approve the wayfinding project to a maximum of \$50,000, to be paid for from Short Term Reserves, Facilities Upgrade and Future Site category.

CARRIED

3.6 In-camera discussion (standing agenda item)

Not required at this meeting.

3.7 Website Updates Review (Addition to agenda)

M. Curry discussed how staff have been updating the visuals and functionality of the GPPL website.

Moved by T. Brown. Seconded by T. Blake
To accept the website update as information.

4. Other

4.1 Good News

- The children's furniture has arrived and looks fantastic.
- The new self-checks have been successfully installed and are being used by customers.
- Thanks to M. Curry for her hard work in ensuring so many positive changes happening within the library.
- M. Curry attending The Alberta Library Meeting in Calgary this week.
- M. Curry, N. Chappell, T. Blake, H. McCullough, and J. Fehr are representing GPPL at the Alberta Library Conference in Jasper at the end of the month.

5. Next Meeting

May 8th, 2018

6. Adjournment

Meeting was adjourned at 7:07 p.m.

Minutes Approved:

Chairperson

Date