

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

Tuesday, October 9th, 2018
Grande Prairie Public Library Boardroom

Attendees

Present: H. McCullough (Acting Director), M. Evans (Chair), G. Scerbak (Vice-Chair), C. Blackburn, T. Blake, N. Chappell, T. Brown

Regrets: A. Bonetti, D. Tennant, R. Rutt

Recording Secretary: N. Hojka

1. Call to order

Board Chair M. Evans calls the meeting to order at 5:26 p.m.

1.1 Approval of Agenda

T. Brown requests the addition of agenda item 3.4 Willie Janssen Fund Update.

Moved by T. Brown. Seconded by T. Blake.

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the September 11 Board Meeting

2.2 Library Report

M. Evans confirms the consent agenda is adopted.

3. Items for Discussion/Decision

3.1 Financial Statements

Moved by T. Brown. Seconded by T. Blake.

That the August financial statements are approved.

CARRIED

3.2 Board Committee Reports

Finance Committee – Nothing to report.

HR Committee – The committee interviewed three candidates for Library Director. The standout candidate was invited to Grande Prairie October 4th along with a

representative from Leader's International to meet with the HR Committee and GPPL management team. An offer was extended to the candidate October 8th and a response is anticipated as early as October 10th. If the candidate accepts the new Library Director may be in place within 3-4 weeks.

Planning Committee – The committee met September 21st however will defer the full report regarding the visioning session to the November meeting when more board members are present. The committee also met with Amanda Van Beekveld from the City of Grande Prairie to discuss the skills matrix and recruitment for future GPPL board members. The board was advised to send a request to Mayor Bill Given and cc. Council and Amanda Van Beekveld. The board further supports M. Evans application to be reappointed to the City of Grande Prairie Library Board.

Moved by G. Scerbak. Seconded by T. Blake.

That the Chair and Vice Chair send a letter to Mayor and Council with recommendations detailing the skills required of future GPPL board appointees.

3.3 Policies for Review

3.3.1 GPPL Bylaws

3.3.2 Meeting Room Use

The updated bylaws and meeting room use policies involves library fees which the finance committee would like to revisit when discussing changes to the 2019 draft budget.

Moved by T. Brown. Seconded by N. Chappell.

That approval of the revised GPPL Bylaws and Meeting Room Use policies be deferred to the November meeting.

CARRIED

3.4 Willie Janssen Fund Update

H. McCullough informed the board that a cheque was received for \$214,000 from the sale of remaining land and a final \$10,000 will be paid to GPPL with the final release of the Estate. The monies will be deposited into the Janssen Fund and a thank you card will be sent on behalf of GPPL to the Estate.

3.5 In-camera discussion (standing agenda item)

Not required at this meeting.

4. Good News

G. Scerbak attended the Rural Libraries Conference and was very impressed with the sessions, particularly the session regarding return of investments for libraries and the evening paint night hosted by GPPL's Adult Programmer.

N. Hojka informed the board members that the Board Binders will be replaced with an electronic copy as soon as the 2019 budget is approved.

5. Next Meeting

November 13th, 2018

6. Adjournment

Meeting was adjourned at 6:06 p.m.

Minutes Approved:

Chairperson

Date