



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

Tuesday, May 14, 2019
Peace Library System Boardroom

Attendees

Present: D. Cryderman (Library Director), M. Evans (Chair), G. Scerbak (Vice-Chair), T. Brown, A. Bonetti, R. Rutt, D. Normington, T. Blake, L. Duplessis

Regrets: C. Blackburn, N. Chappell, N. Wright

Recording Secretary: N. Hojka

1. Call to order

Board Chair M. Evans calls the meeting to order at 5:32 p.m.

1.1 Approval of Agenda

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

CARRIED

1.2 Presentation by L. Duplessis

L. Duplessis, Director of the Peace Library System (PLS), gave a presentation detailing the services provided by the Peace Library System and explaining the relationship between GPPL and PLS.

2. Consent Agenda

2.1 Approval of the minutes of the April 9 Board Meeting

2.2 Library Report

Change to previous minutes Item 4.1.1 as requested.

A. Bonetti requests the addition of agenda item 5.6 HIV North from the Library Report.

M. Evans 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 Board Application Matrix

D. Cryderman will send out the City of Grande Prairie's board application matrix to be completed by each board member and compiled by D. Cryderman. The planning

committee will use this information to inform future board recruitment and will bring the results to a future board meeting in the fall.

5. Items for Decision

5.1 Financial Statements

Moved by T. Brown. Seconded by D. Normington.

That the Board accepts the March balance sheet and income statement.

CARRIED

5.2 Board Committee Reports

Finance Committee – The finance committee met in April and will meet again in May.

HR Committee – The HR committee will provide their report in camera.

Planning Committee – The planning committee did not meet however, G. Scerbak informed the board that they are currently working on the latest version of the strategic plan to bring to the board in the fall.

5.3 Policies for Final Review and Approval

5.3.1 Policy vs Bylaw Advice from PLSB

D. Cryderman passed on the information received from the Public Library Services Branch regarding policy vs bylaw.

5.3.2 Freedom of Information and Protection of Privacy

Moved by G. Scerbak. Seconded by R. Rutt.

That the freedom of information and protection of privacy policy be approved as amended and removed from bylaws.

CARRIED

5.3.3 Personal Information Bank

A. Bonetti proposed the consolidation of address, email, and phone information to the generic wording contact information.

Moved by R. Rutt. Seconded by A. Bonetti.

That the personal information bank policy be approved as amended.

CARRIED

5.3.4 Confidentiality of User Records

A. Bonetti proposed the change of wording from User to Patron throughout the policy.

Moved by D. Normington. Seconded by R. Rutt

That the confidentiality of patron records policy be approved as amended and removed from bylaws.

CARRIED

5.4 Policy Review Schedule

N. Hojka presented the new policy review schedule to the board. Future policies will be brought to the board as items for information one month prior to discussion and decision.

5.5 Request for Decision: Microfilm Reader Printer

D. Cryderman presented the request for purchase of a new microfilm scanner and supporting computer hardware for the Isabel Campbell room. The monies would be taken from the Hauge fund.

Moved by D. Normington. Seconded by R. Rutt.

That the board approve the purchase of the microfilm scanner and supporting hardware from the Hauge reserves as presented.

CARRIED

5.6 HIV North

The board clarified the difference between the St. Lawrence Centre and Rotary House.

5.7 In-camera discussion (standing agenda item)

Moved by D. Normington. Seconded by A. Bonetti.

That the board be moved *in camera*.

CARRIED

The meeting moved *in camera* at 7:00 p.m.

Moved by D. Normington. Seconded by R. Rutt.

That the board be moved *out of camera*.

CARRIED

The meeting moved out of camera at 7:17 p.m.

Moved by T. Blake. Seconded by R. Rutt.

That the Library Director has successfully completed the probationary period and is moved to permanent employment status with the Grande Prairie Public Library per the terms of conditions outlined in the offer of employment signed October 11, 2018.

6. Other

6.1 Good News

R. Rutt informed the board of the resignation of the MD of Greenview's Reeve and an update on the MD's Library Board.

T. Brown extended a thank you to L. Duplessis for hosting the GPPL Board.

L. Duplessis thanked the board for attending and invited board members for a tour of the facility.

D. Cryderman informed the board that the volunteer appreciation luncheon will be held June 18 from 12:00-1:00pm.

6. Next Meeting

June 11, 2019

7. Adjournment

Meeting was adjourned at 7:30 p.m.

Minutes Approved:

Chairperson

Date