

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

Tuesday, December 11<sup>th</sup>, 2018  
Grande Prairie Public Library Boardroom

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**Attendees**

Present: D. Cryderman (Library Director), M. Evans (Chair), G. Scerbak (Vice-Chair), C. Blackburn, N. Chappell, T. Brown, A. Bonetti, T. Burton (Alternate for R. Rutt)

Regrets: D. Tennant, T. Blake

Recording Secretary: N. Hojka

**1. Call to order**

Board Chair M. Evans calls the meeting to order at 5:31 p.m.

**1.1 Approval of Agenda**

Moved by G. Scerbak. Seconded by N. Chappell.

**CARRIED**

**2. Consent Agenda**

**2.1 Approval of the minutes of the November 13 Board Meeting**

**2.2 Library Report**

T. Brown requests the addition of agenda item 3.5 Hoopla from the Library Report.  
C. Blackburn requests the addition of agenda item 3.6 Weeding from the Library Report.

T. Burton requests the addition of agenda item 3.7 Update on Grande Cache to the agenda.

M. Evans confirms the consent agenda is adopted as amended.

**3. Items for Discussion/Decision**

**3.1 Financial Statements**

Moved by T. Brown. Seconded by A. Bonetti.  
That the October financial statements are approved.

**CARRIED**

### 3.2 Board Committee Reports

Finance Committee – The finance committee met December 10. The 2019 budget will continue to be deferred until the funding amount from the City of Grande Prairie is determined. The finance committee has seen a draft budget for 2019 with the proposed decrease in funding and GPPL will operate from that budget until the funding is finalized. The City of Grande Prairie invited GPPL to provide feedback on the proposed funding levels for 2019/2020. The finance committee reviewed the response drafted by D. Cryderman and submitted December 11. A copy of the submission was provided to the board.

HR Committee – Nothing to report.

Planning Committee – The planning committee met with D. Cryderman to inform the new Director of what was discussed at the facilitated session in September. GPPL’s mission, visions, and values will be updated by the staff of GPPL and facilitated by D. Cryderman. The chair of the planning committee G. Scerbak will meet with D. Cryderman to develop a draft plan for the committee’s focus in March to be presented to the board in April of 2019. A skills inventory of the 2019 board will also be developed to identify gaps in the board’s knowledge. This information will be provided to the City of Grande Prairie to guide future appointments to the board.

### 3.3 Policies

#### 3.3.1 Tangible Capital Assets

Moved by A. Bonetti. Seconded by G. Scerback.  
That the Tangible Capital Assets policy be adopted as presented.

**CARRIED**

#### 3.3.2 Accounts Payable

Moved by N. Chappell. Seconded by C. Blackburn.  
That the Accounts Payable policy be approved as amended.

**CARRIED**

#### 3.3.3 Bylaws

Moved by G. Scerbak. Seconded by A. Bonetti.  
That the board give first reading to the Bylaws.

**CARRIED**

Moved by G. Scerbak. Seconded by T. Burton.  
That the board give second reading to the Bylaws.

**CARRIED**

Moved by C. Blackburn. Seconded by T. Burton.  
That the board give third reading to the Bylaws at this meeting.

**UNANIMOUSLY CARRIED**

Moved by N. Chappell. Seconded by A. Bonetti.  
That the board have third reading of the Bylaws and adopt the Bylaws as presented.

**CARRIED**

### **3.3.4 Meeting Room Use**

Moved by C. Blackburn. Seconded by G. Scerbak  
That the Meeting Room Use policy be adopted as presented.

**CARRIED**

### **3.4 In-camera discussion (standing agenda item)**

Moved by G. Scerbak. Seconded C. Blackburn  
That the board be moved *in camera*.

**CARRIED**

The meeting moved *in camera* at 6:26 p.m.

Moved by G. Scerbak. Seconded C. Blackburn  
That the board be moved *out of camera*.

**CARRIED**

The meeting moved out of camera at 6:32 p.m.

### **3.5 Hoopla**

D. Cryderman informed the board that Hoopla funding has been terminated by the Province of Alberta and will no longer be available to GPPL and PLS users. GPPL has other applications that provide similar services and both PLS and the Province are exploring replacement options.

### **3.6 Weeding**

C. Blackburn questioned the weeding of duplicates. This does not include all duplicates copies, just those not circulating.

### **3.7 Update on Grande Cache**

T. Burton provided information to the board regarding the Grande Cache Library and the creation of a new Library Board for the MD of Greenview that will take over management of the Grande Cache and Debolt libraries in the New Year.

**4. Good News**

D. Cryderman informed the board of the monies received from the Community Foundation of NW Alberta. GPPL was awarded \$450 for the 2018 Reading Buddies Program. J. Fehr (Head of Children’s and Teen Services) has applied for a Summer Employment Grant for GPPL’s summer students and will apply for two more. The saving scenarios for how to save \$100 at GPPL will be part of a social media campaign in the New Year.

M. Evans updated the board on the Nodes Meeting in Edmonton. GPPL will be hosting the PLSB Board Basics workshop March 16, 2019. All new board members and those who have not attended this workshop are encouraged to attend.

**5. Next Meeting**

January 8<sup>th</sup>, 2019

**6. Adjournment**

Meeting was adjourned at 6:54 p.m.

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Minutes Approved:

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Chairperson

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Date