



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

Tuesday, November 10, 2020
Zoom Video Meeting

Attendees

Present: D. Cryderman (Library Director), M. Evans (Chair), G. Scerbak (Vice-Chair), T. Brown, N. Chappell, J. Makus, D. Normington, M. Byers, R. Rutt, E. Friesen
Regrets: M. Pollock

Presenters: H. McCullough, C. Anderson
Recording Secretary: N. Hojka

1. Call to order

Board Chair M. Evans calls the meeting to order at 5:11 p.m.

1.1 Approval of Agenda

Addition of 5.6 Bylaws requested by D. Cryderman.

Moved by G. Scerbak. Seconded by T. Brown.

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the October 13 Board Minutes

2.2 Library Report

M. Evans confirms the consent agenda is adopted.

3. Items for Information

No items for information presented.

4. Items for Discussion/Action

4.1 Report Board Hours (Monthly Request)

Board members reported their volunteer hours for October.

4.2 Plan of Service

Plan of Service final updates discussed with the Board. Will be brought to the Board for approval at the December meeting.

4.3 Staff Christmas/Service Awards

Due to current provincial Covid-19 restrictions the all-staff meeting with staff years of service recognition will be delayed to a later date.

5. Items for Decision

5.0 Absences

Moved by J. Makus. Seconded by E. Friesen.
That the board acknowledges the absence of M. Pollock.

CARRIED

5.1 Financial Statements

Moved by R. Rutt. Seconded by T. Brown.
That the board accepts the September balance sheet and income statement.

CARRIED

5.2 Board Committee Reports

5.2.1 Finance Committee – T. Brown reports that the committee met in October to discuss changes to the restricted and unrestricted surplus which will be brought to the December board meeting. A multi-year forecast budget is also being developed.

5.2.2 HR Committee –

Moved by N. Chappell. Seconded by G. Scerbak.
That the board be moved *in camera*.

CARRIED

The meeting moved *in camera* at 5:52 p.m.

Moved by D. Normington. Seconded by M. Byers.
That the board be moved *out of camera*.

CARRIED

The meeting moved out of camera at 6:01 p.m.

Moved by N. Chappell. Seconded by R. Rutt.
That the board approve D. Cryderman's annual increment.

5.2.3 Planning Committee- G. Scerbak reports what was discussed at the latest meeting:

- Plan of Service discussed previously.
- ALTA Membership – The planning committee recommends that the board do not renew their membership for 2021. D. Cryderman will report back with what other library boards have decided.

- The planning committee is currently preparing a collaboration agreement with the City of Grande Prairie in response to the proposed lease agreement.
- An advocacy plan is in development and will be brought to the board for feedback.

Moved by G. Scerbak. Seconded by M. Byers.

That the board not renew their membership with ALTA for 2021.

CARRIED

5.3 Policies for final review and approval

5.3.1 Section 7 – Library Board Policies

Moved by G. Scerbak. Seconded by D. Normington.

That the library board policies be approved as amended.

CARRIED

5.4 Request for Decision: Smart Lockers

H. McCullough presented a proposal for the purchase of a smart locker to be operated in collaboration with the Peace Library System and the County of Grande Prairie Library Board. Half of the purchase price of the lockers was included in the CIP grant application awarded to GPPL in March of 2020.

Moved by D. Normington. Seconded by M. Byers.

That \$30,000 from the Janssen Legacy be made available to purchase the Smart Lockers as presented contingent upon an agreement with PLS and the Country of Grande Prairie.

CARRIED

5.5 Request for Decision: 3D Printers

C. Anderson presented a proposal for the purchase of two 3D printers for both programming and public use.

Moved by T. Brown. Seconded by M. Byers.

That up to \$20,000 from the Janssen Legacy be used for the purchase of the 3D printers and supporting computers and up to \$10,000 from the Capital Reserve (Technology and Innovation) be used to purchase the filaments as presented.

CARRIED

5.6 Bylaws

D. Cryderman requested the Board amend the current bylaws to include the following item under Admittance to/Conduct in the Building and on the Grounds:

d) Persons entering the building used for public library purposes must abide by any measures put in place to protect the health of library users and staff.

Moved by D. Normington. Seconded by J. Makus.
That the board give first and second reading to the Bylaws.

CARRIED

Moved by G. Scerbak. Seconded by J. Makus.
To have third reading to the Bylaws at this meeting.

UNANIMOUSLY CARRIED

Moved by T. Brown. Seconded by R. Rutt.
That the board give third reading of the Bylaws and adopt the amendment as presented.

CARRIED

5.7 In-camera discussion (standing item)

No further in-camera discussion required.

6. Other

6.1 Good News

N. Chappell is pleased that the library is getting 3D printers.

D. Normington attended the retirement for H. Willner, Head of Customer Services, on behalf of the board.

D. Cryderman informed the board that the library is now open again on Sundays. The library has also been awarded with a grant to purchase 40 more Chromebooks for both loan and for use in the library. Also a real increase in program attendance is being seen.

7. Next Meeting

December 15, 2020

8. Adjournment

Meeting was adjourned at 7:15 p.m.

Minutes Approved:

Chairperson

Date