



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

Tuesday, September 8th, 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. Pollock, M. Byers

Regrets: R. Rutt, E. Friesen

Recording Secretary: P. Crocker

1. Call to order

Board Chair M. Evans calls the meeting to order at 5:10 p.m.

1.1 Approval of Agenda

Moved by G. Scerbak. Seconded by M. Byers

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the June 9th Board Meeting

2.2 Library Report

A reminder to Board members that for the virtual library conference, register for any sessions you can and would like to attend. The conference is on October 1st and 2nd.
M. Evans confirms the consent agenda is adopted.

CARRIED

3. Items for Information

Discussion regarding the material provided. Finance meeting to meet and discuss the budget requirements around the information presented. The questions will be addressed at the October meeting during the request for decision.
The Board accepts the items for information as presented.

4. Items for Discussion/Action

4.1 Report Board Hours (Monthly Request)

D. Cryderman asks Board members to report their volunteer hours for June, July and August.

4.2 Plan of Service

The management team for GPPL will be meeting to further discuss the ideas provided by Holly Sorgen. D. Cryderman will present their work at a future meeting.

5. Items for Decision

5.1 Financial Statements

Moved by T. Brown. Seconded by J. Makus

That the board accepts the May, June and July balance sheets and income statements.

CARRIED

5.2 Board Committee Reports

5.2.1 Finance Committee – T. Brown reports that the committee met in June and September to discuss creating an reserves policy. Committee has been seeking guidance from the GPPL auditors and are waiting to hear back. The budget was reviewed and will be brought back to the October meeting for approval.

5.2.2 HR Committee – N. Chappell says they will be meeting in the near future to discuss the evaluation for D. Cryderman. No update for now.

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

- Draft advocacy plan will be brought to next Board meeting
- Plan of Service: update as discussed earlier in the meeting
- MD of Greenview agreement to be passed for 2020. Changes will be made for 2021 agreement
- Board member's skill matrix will be sent out by D. Cryderman. Purpose of the matrix is to determine where there are holes in skills required for the board, and how those spaces may be filled by potential future Board members.
- The lease agreement with the city was discussed. Committee will continue to evaluate and discuss with the city.

5.3 Policies for final review and approval

Moved by D. Normington. Seconded by M. Byers

That the Donations policy (8.2) is approved as presented.

CARRIED

5.4 GIC/COVID money/re-evaluate investments

M. Evans suggests the money from GIC #48 is left in the operating reserve in order to remain accessible; the need for unbudgeted supplies continues as GPPL complies with provincial guidelines regarding COVID19.

Moved by T. Brown. Seconded by J. Makus

That the monies from GIC#48 remains in the operating reserve to be used for expenses related to COVID19.

5.5 In-camera discussion (standing item)

Not required at this meeting.

6. Other

6.1 Good News

- Thanks to Deb and Corey for arranging for Melissa to do the board meeting from the GPPL board room.
- Paige will be starting a new job with the city on September 28th, Nythia will be returning early but working from home mostly. Thanks from Deb for a great year.
- The county is doing their Plan of Service. Mark encourages Board members to go fill out the survey online.
- It was great to see the library so active all summer.
- Everyone had a good and busy summer.

7. Next Meeting

October 13th, 2020

8. Adjournment

Meeting was adjourned at 6:27 p.m.

Minutes Approved:

Chairperson

Date