



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

Tuesday, March 10, 2020

Grande Prairie Public Library Boardroom

Attendees

Present: D. Cryderman (Library Director), M. Evans (Chair), G. Scerbak (Vice-Chair), T. Brown, N. Chappell, D. Bressey, M. Byers

Conferenced: R. Rutt, M. Pollock

Regrets: D. Normington, J. Makus

Recording Secretary: P. Crocker

1. Call to order

Board Chair M. Evans calls the meeting to order at 5:09 p.m.

1.1 Approval of Agenda

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

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the February 11th Board Meeting

2.2 Library Report

M. Evans confirms the consent agenda is adopted.

CARRIED

3. Items for Information

3.1 Administrative Policies

Comments to be sent to the HR committee and will be discussed at the next meeting.

3.2 Investment Policy (5.4)

For information purposes only while hearing from guest speaker Jim Flett

4. Items for Discussion/Action

4.1 Jim Flett-BMO

GPPL's Relationship Manager from BMO discussed investment options for GIC #48 that is maturing in April 2020. Options will be discussed by the finance committee and brought back to the April Board Meeting.

4.2 Board Hours

D. Cryderman requests that the Board record and tally their Board participation hours from January to March, and continue to do so going forward.

4.3 Presentation by T.Rawe

T. Rawe, Teen Services Librarian at GPPL, introduces herself to the Board and discusses some of the things she is doing in the Teen's department.

5. Items for Decision

5.1 Financial Statements

Moved by R. Rutt. Seconded by M. Byers
That the Board accepts the January balance sheet and income statement.

CARRIED

5.2 Board Committee Reports

5.2.1 Finance Committee – T. Brown informed the board that the Finance committee had the final meeting with the auditors to review their findings.

Moved by T. Brown. Seconded by N. Chappell.
That the Board accepts the 2019 audited financial statements and report.

T. Brown and M. Evans discuss that D. Cryderman and the finance committee are to create a surplus policy. It will be discussed at a later meeting.

T. Brown reviewed monies taken out of the Collins and Janssen funds for 2020 operating budget balancing.

Moved by T. Brown. Seconded by G. Scerbak
That \$21,000 of interest from the Willie Janssen Reserve will be moved into the 2020 Operating Budget.

Moved by T. Brown. Seconded by M. Byers
That \$6,200 will be moved from the Collins Legacy Reserve to fund the 2020 Collins Writing Contest.

CARRIED

5.2.2 HR Committee – nothing to report, did not meet.

5.2.3 Planning Committee- G. Scerbak informed the board that the committee discussed the naming policy and combined it with the donations policy. The committee went through the Strategic Plan and assigned objectives to various committees. GPPL did not receive the funding for a new project that was presented to GPRIN. D. Bressey will be looking more into the project and what funding is available for it.

5.3 Policies for final review and approval

None at this meeting.

5.4 In-camera discussion (standing item)

Not required at this meeting.

5.5 Information pulled from Library Report

D. Cryderman discussed that the Point in Time Homeless count will be happening at the library between the hours of 6:30pm and 9:00pm

D. Cryderman discussed how Libraries are more popular than movie theatres. She confirmed that we have proper licensing to show movies etc.

6. Other

6.1 Good News

T. Brown discussed that she likes the introduction for library employees.

R. Rutt is excited about attending the Alberta Library Conference.

M. Byers met with the manager of Corporate Facilities and confirmed that the door will be installed for the Rotary Community Room.

P. Crocker stated that the Naloxone training she received from Northreach was great.

D. Cryderman:

- GPPL was approved for the CIP grant. Decision will be made whether to put that money back into the WJ money or use it as operating
- There was a threat made against the lives of the staff via Instagram. It has been taken to the RCMP who have started a file.
- Jacob has put out a call for a Queen for Read with a Queen. This is in support of our diversity and inclusion policies.
- Allison (one of our pages) was on a cruise with her 80+ year old mom. It was quarantined in California before they were flown to Trenton to be quarantined for a further 2 weeks.

- One door to the Rotary Community Room is being replaced so there is Library access to the room. Thank you to Melissa for being here at Deb's side to express the concerns of groups other than the library.
- Reminder to get your board hours to Deb

7. Next Meeting

April 14, 2020.

8. Adjournment

Meeting was adjourned at 6:29 p.m.

Minutes Approved:

Chairperson

Date