



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

Tuesday, May 10, 2022
Peace Library System Board Room

Attendees

Present: D. Cryderman (Library Director), N. Chappell (Chair), G. Scerbak (Vice-Chair), D. Normington, A. Miller, M. Erickson, M. O'Connor, E. Fisher, M. Byers

Regrets: B. Peterson

Recording Secretary: N. Hojka

Presenting: M. Banack, L. Robison

1. Call to order

Board Chair N. Chappell calls the meeting to order at 5:44 p.m.

M. Pollock has resigned from the board effective today.

B. Peterson has been appointed from the County of Grande Prairie council to serve on the Board. He will be attending the June meeting.

1.1 Approval of Agenda

Moved by G. Scerbak. Seconded by E Fisher. (22-024)

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the April 12, 2022 Board Minutes

2.2 Library Report

N. Chappell 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 Presentation by L. Robison

L. Robison provided a presentation to the board about the Peace Library System and its role in supporting GPPL.

4.2 Report Board Hours

Board members reported their volunteer hours for April.

5. Items for Decision

5.1 Financial Statements

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

That the board accepts the March balance sheet and income statement. (22-025)

CARRIED

5.2 Board Committee Reports

5.2.1 Finance Committee – D. Normington met with D. Cryderman and N. Hojka to discuss the 2022-2023 budgets, the projected funding shortfall and GIC Investments. Staff will meet with the Community Foundations of Northwestern Alberta to discuss new options for investment. The proposal created by Alberta Treasury Branch (ATB) was discussed.

Moved by M. O'Connor. Seconded by D. Normington.

That GPPL set up new banking services with ATB. (22-026)

CARRIED

The finance committee also discussed building a needs-based budget for 2023 to present to the board in the fall.

5.2.2 HR Committee – nothing to report, will meet to pick a chair and discuss the personnel policies.

5.2.3 Planning Committee – G. Scerbak reported that the committee met to discuss the terms of reference and the occupancy agreement.

5.3 Occupancy Agreement

G. Scerbak presented the occupancy agreement to the board. The presented draft has been developed through cooperation between the City of Grande Prairie and the board of GPPL.

M. Erickson requested clarification regarding multiple clauses of the agreement. The agreement will be returned to the City of Grande Prairie for another review.

Moved by E. Fisher. Seconded by M. O'Connor

That once the occupancy agreement and memorandum of understanding are ready for final review the board seek outside legal counsel. (22-027)

CARRIED

5.4 Memorandum of Understanding

Discussed with 5.3 Occupancy Agreement

5.5 RFD – WJDR Tables

M. Banack presented the request for decision to the board to purchase new tables and, should funds allow, cushions for the chairs.

Moved by M. O'Connor. Seconded by E. Fisher.

That up to \$2000 from the Janssen Reserve be used to purchase 8 tables and up to 15 cushions for the Willie Janssen Discovery Room. (22-028)

CARRIED

5.6 Section 4 – Facilities

D. Cryderman presented the facilities policies to the board.

The board requested further information from D. Cryderman to be brought with the policies presented to the June board meeting.

5.7 In-camera discussion (standing item)

Moved by G. Scerbak. Seconded by M. Erickson

That the board be moved *in camera*. (22-029)

CARRIED

The meeting moved *in camera* at 7:02 p.m.

Moved by M. O'Connor. Seconded by M. Erickson.

That the board be moved *out of camera*. (22-030)

CARRIED

The meeting moved out of camera at 7:26 p.m.

Not motion resulted.

6. Other

6.1 News

D. Cryderman meeting with B. Nicolay later this week. R. Waldren donated an additional \$3000 to GPPL for more children's books. D. Cryderman will be attending the upcoming TRaC meeting with L. Robison.

7. Next Meeting

June 14, 2022

8. Adjournment

Meeting was adjourned at 7:28 p.m.

Minutes Approved:

Chairperson

Date