

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held June 17, 2020 at 4:30 p.m. via ZOOM.

Attending Trustees: A. Braithwaite, H. Feldbusch, P. Fleming, D. Matthews, J. Storeshaw, S. Dixon Pollard,  
L. Hansen

Staff Members: C. Frybort (Library Director), L. McLean (recording secretary)

Also present: T. Turner (city staff rep)

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### **CALL TO ORDER:**

Chair, P. Fleming, called the meeting to order 4:30 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
  2. Approval of May 20, 2020 minutes.
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 21-2020**

D. Matthews moves to accept the consent agenda as presented.

**MOTION CARRIED**

### **MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:**

#### **MOTION 22-2020**

J. Storeshaw moves to accept the remaining components of the agenda as presented.

**MOTION CARRIED**

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### **ACTION AGENDA**

1. 2019 Financial statement approval

#### **MOTION 23-2020**

D. Matthews moves to accept the 2019 financial audit as presented.

**MOTION CARRIED**

2. 2021 Library budget

C. Frybort asks the trustees to discuss decreasing the budget for training and development. They decide to keep it as is and will discuss again in the fall of 2020.

*(H. Feldbusch joins meeting at 4:40 pm)*

#### **MOTION 24-2020**

A. Braithwaite moves to approve the 2021- 2023 operating budget.

**MOTION CARRIED**

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### **ITEMS FOR DISCUSSION/EXPLORATION**

1. Review of May 2020 action list - none
2. Correspondence & Media: none

3. General library update

Three casual staff have left employment at the library.

Before re-opening, Leduc Fire Services will do a walk through the library to ensure we are COVID compliant.

Discussion on re-opening of library services to the public.

The trustees agree to leave the details of re-opening to the Library Director according to the Pandemic – Stages of Service Roadmap she provided the board.

**MOTION 25-2019**

J. Storeshaw moves to re-open the library on June 29<sup>th</sup>, with reduced hours, and to follow the guidelines put forth by the Library Director.

**MOTION CARRIED**

Notice of to the public will be through social media and signage.

4. Report from council – L. Hansen

Council has been focusing on the 2021 budget.

Work has begun with the two newly created task forces.

Today the city sent a news release regarding tentative re-opening of city facilities.

5. Round Robin

J. Storeshaw comments on how she is thankful for the city to have the foresight to build walking paths throughout the city.

S. Dixon Pollard attended the virtual ALTA AGM meeting this past weekend. She shared that there will be a new trustee handbook released. ALTA will be a part of a virtual conference this fall, October 1<sup>st</sup> and 2<sup>nd</sup>. This virtual conference is the alternative for the ALA conference which was cancelled in April.

T. Turner updates the trustees on cultural activities throughout June. There was a senior's parade during the first week, with performances held in front of some of the senior lodges. Pride week was celebrated at the beginning of the month. June 15<sup>th</sup> was proclaimed by council as 'Indigenous Land Acknowledgment Day'.

P. Fleming asks about a summer board meeting. Trustees agree on a meeting sometime during the last week of July. C. Frybort will poll the trustees as to a date.

C. Frybort mentions Edmonton Public Library and Calgary Public Library have terminated late fees.


**DATE OF NEXT MEETING: TBA**

**MOTION TO ADJOURN:**

**MOTION 26-2020**

H. Feldbusch moves adjourn the meeting at 5:27 pm.

**MOTION CARRIED**



P. Fleming, Chairperson



L. McLean, Recording Secretary

Date: Aug. 19, 2020