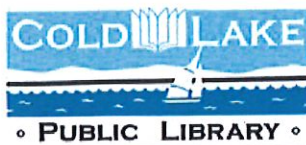


Minutes of The City of Cold Lake Library Board Meeting
Held Monday, Nov. 29, 2021
4:30 PM at the Cold Lake Library South Branch

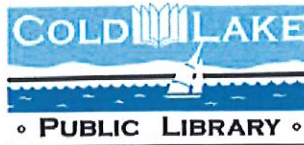
Present: Cynthia Sloychuk, Board Chair
 Suzanne Aessie, Board Vice-Chair & Secretary
 Alysha Hudson, Board Treasurer
 Leslie Price, Library Director
 Hannah Penn, Board Member

Absent with regret: Gary Webb, Board Member
 Ryan Bailey, Board Member (City of Cold Lake Councillor)
 Ben Fadeyiw, Board Member (MD of Bonnyville Councillor)

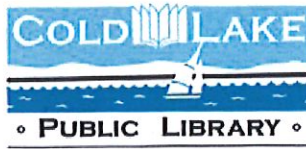
Agenda Item and Discussion	Action
1.0 Call to Order Meeting called to order by Board Chair at 4:30 pm.	N/A
2.0 Adoption of Agenda Lesley would like to add an item to the agenda. It will be Item 9.1: In Camera Session. MOTION 2021-68 Moved by Hannah that the agenda as presented be adopted, with the addition for item 9.1, In Camera Session, be adopted. Alysha seconded. All were in favour.	Carried
3.0 Adoption of Minutes from previous meeting MOTION 2021-69 Moved by Suzanne that the minutes of the 25 Oct 2021 meeting be adopted. Hannah seconded. All members voted in favour.	Carried
4.0 Correspondence	N/A
4.1 Letter from City Re: City of Cold Lake Council Appointment – Ryan Bailey Letter was read by Board Chair to Board Members. The Board looks forward to meeting and welcoming Ryan Bailey to the Library Board.	N/A
4.2 Letter from City Re: City of Cold Lake Council Appointment – Ben Fadeyiw Letter was read by Board Chair to Board Members. The Board looks forward to continuing collaboration with Ben Fadeyiw on the Library Board.	N/A
5.0 Reports	



Agenda Item and Discussion	Action
5.1 Board Chair Report Alysha, Leslie, and Cynthia presented the budget to the city council on Nov. 23 rd . A copy of the proposed budget was also sent to the MD of Bonnyville. The proposed budget is asking for \$1 more for Cold Lake and the MD of Bonnyville. Cynthia will touch base with Vicky to see if she should still be included in emails and correspondence with the Cold Lake Library Board as an alternate.	Cynthia
5.2 Library Director Report The Library Director Report for November is attached as Appendix 1, and includes the statistics for October 2021. The Library staff and three board members, Suzanne, Alysha, and Gary participated in the Santa Claus Parade with a float. Leslie shared there was a confirmed Tipi donation for \$5000 from TC Energy. MOTION 2021-70 The Library Director Report was approved by unanimous consent.	Carried
5.3 NLLS Rep Report Weekly updates sent out from Executive director. NLLS Weekly Report	None
5.4 Personnel Committee Report The Personnel Committee will meet soon to organize appraisal of our employee: Library Director.	None
5.5 Policy Committee Report None	None
5.6 Financial Committee Report The Library Financial Committee Report for November is attached as Appendix 2 and is attached to the meeting minutes. MOTION 2021-71 Moved by Alysha that the Financial Report for November be adopted. Suzanne seconded. All members voted in favour.	Carried
6.0 Priority Items	N/A
6.1 None	
7.0 Old Business	N/A
7.1 Plan of Service – Update The Plan of Service is attached as Appendix 3 and is attached to the meeting	



Agenda Item and Discussion	Action
<p>minutes. The Plan of Service is due in January to Public Library Grants Program, Public Library Services Branch, and Alberta Municipal Affairs. The Library Director shared the Plan of Service with board members. Leslie reminded board members this is a working document for the next three years. Some suggestions by board members to the Plan of Service are as follows: add title after Ben Fadeyiw's name, for the section on "Know Your Community" add a few more actions and some projected dates of completion. Item Closed.</p> <p>MOTION 2021-72 Moved by Cynthia that there will be an electronic board motion to pass the Plan of Service showing additions made with the suggestions from the November board meeting. Alysha seconded. All were in favour.</p> <p>MOTION 2021-75 Suzanne electronically moved to accept the Plan of Service Strategic Plan 2022-2025 as currently written. Cynthia seconded. All members voted electronically in favour.</p>	<p>Carried</p> <p>Carried</p>
<p>8.0 New Business</p>	<p>N/A</p>
<p>8.1 Staff Bonus for Christmas For the last few years, the Board has approved a \$50 gift card for each Staff member as a thank you at Christmas. With 12 staff, that amounts to \$600 total. Item closed.</p> <p>MOTION 2021-73 Suzanne moves that the Board approve up to 12 \$50 gift cards (\$600 total) for the Staff this Christmas. Alysha seconded. All members voted in favour.</p>	<p>Carried</p>
<p>8.2 Christmas Hours Leslie proposed the following Christmas schedule: closed 24-27 Dec, closed 31 Dec and 1 Jan. Leslie reviewed closures with Staff and they were all in favour. Item closed.</p> <p>MOTION 2021-74 Hannah moves that over the Christmas Holidays, the library close for 24-27 Dec, and then close for 31 Dec and 1 Jan. Suzanne seconded. Vote was 3-1 in favour; motion passed.</p>	<p>Carried</p>
<p>9.0 Next Annual General Meeting and Library Board Meeting – Monday, 31 Jan., 2022 @ 4:30 PM</p>	<p>N/A</p>
<p>9.1 In Camera Session Cynthia motioned to go in camera at 5:30 pm. Cynthia motioned to move out of camera at 5:40 pm.</p>	<p>N/A</p>
<p>10.0 Meeting Adjourned at 5:40 pm</p>	<p>N/A</p>



Board Chair or Delegate

Date