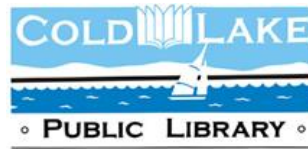# Minutes of The City of Cold Lake Public Library Board Meeting
Held Monday, November 27, 2023
5:00 PM at the South Branch Library

Present: Crystal Wolvengrey, Board Chair
          Suzanne Aessie, Board Secretary
          Dawit Worku, Board Member
          Nicole Parker, Board Member
          Aline Chow, Board Member
          Ryan Deschamps, Board Member
          Tanya Boudreau, Assistant Library Director
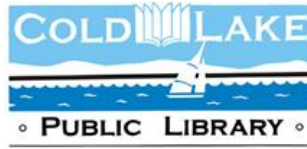   Vicky Lefebvre, NLLS Representative
          Ryan Bailey

Absent with regret: Ben Fadeyiw
                  Leslie Price, Library Director

Absent: Gary Webb, Board Vice-Chair

Agenda Item and Discussion	Action
1.0 Call to Order Meeting called to order by Board Chair at 5:01 pm. Introductions took place so new board members could meet current board members.	N/A
2.0 Adoption of Agenda Board Chair would like to add an item to the agenda. It is item 4.2 *Letter regarding Ryan Deschamps appointment to the library board.* **MOTION 2023-62** Moved by Ryan B. that the agenda, as amended for item 4.2 *Letter regarding Ryan Deschamps appointment to the library board*, be adopted. All members voted in favour.	Carried
3.0 Adoption of Minutes from previous meeting **MOTION 2023-63** Moved by Suzanne that the minutes of the 30 October meeting minutes be adopted as presented. All members voted in favour.	Carried
4.0 Correspondence	N/A
4.1 Letter regarding reappointment of Suzanne Aessie to the Library Board	None
4.2 Letter regarding appointment of Ryan Deschamps to the Library Board	None
5.0 Reports	N/A

Agenda Item and Discussion	Action
5.1 Board Chair Report There is a NLLS survey to complete for a chance to win $500. We will do the survey together at our next board meeting in January 2024. PLSB is offering online training designed specifically for library system board members. Click on the link to register for your preferred date. Tuesday, December 5, from 7:00 to 8:30 p.m. OR Thursday, December 7, from 11:30 a.m. to 1:00 p.m. *Christmas at the Cabin* is a family celebration and takes place at the South Branch Library on December 9, from 9 am – 1 pm. The 4 Wing Band is performing at 11 am.	None
5.2 Library Director Report The library statistics for October 2023 is attached as Appendix 1.	None
5.3 NLLS Rep Report Weekly updates sent out from Executive Director to Cold Lake Library Board. NLLS Rep will pass along information to our Board Chair on tips for effective and efficient meetings. NLLS Rep shared information recently learned on AI and the potentials for libraries and patrons.	None
5.4 Personnel Committee Report The Performance Evaluation Report for the library director is underway. Reminder email will be sent to board members.	Suzanne
5.5 Policy Committee Report No report this month.	None
5.6 Financial Committee Report The Library Financial Committee Report is attached as Appendix 2 and is attached to the meeting minutes. Everything is on track with the library budget. **MOTION 2023-64** The Financial Committee Report was approved by unanimous consent.	Carried
6.0 Priority Items	N/A
6.1 None	None
7.0 Old Business	N/A
7.1 **Board Hours** A reminder email will be sent to board members to review and/or edit their board hours for 2023.	Suzanne

Agenda Item and Discussion	Action
8.0 New Business	N/A
8.1 Dawit Presentation Dawit attended a Library System Board Orientation with PLSB. He shared information about library board compliance with the Libraries Act and Libraries Regulation document. He shared information from the Libraries Act in areas related to legislation and management of public library service such as policies, plan of service, budget, and funding for the library to name a few.	None
8.2 Gift Cards for Christmas Staff For the last few years, the Board has approved a $50 gift card for all Library staff members as a thank you at Christmas. Item closed. **MOTION 2023-65** Suzanne moves that the Board approve $50 gift cards for all Library Staff this Christmas. Dawit seconded. All members voted in favour.	Carried
9.0 Next Library Board Meeting - Monday, 29 January, 2024 @ 4:30 PM	N/A
10.0 Meeting Adjourned at 6:12 pm	N/A

_____   _____

Board Chair or Delegate   Date