



Minutes of The City of Cold Lake Library Board Meeting
Held Monday, June 29, 2020
Via Zoom

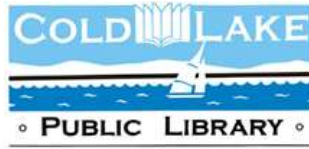
Present: Cynthia Sloychuk, Board Chair
 Marie Manning, Vice Board Chair
 Darren Robson, Board Secretary / Treasurer
 Vicky Lefebvre, Board Member (City of Cold Lake Councillor)
 Ben Fadeyiw, Board Member (MD of Bonnyville Councillor)
 Leslie Price, Library Director
 Tanya Boudreau, Assistant Library Director
 Alysha Hudson, Board Member
 Daryl Gilroy, Board Member
 Suzanne Aessie, Board Member

Absent with regret: None

Agenda Item and Discussion	Action
1.0 Call to Order The meeting was called to order by Board Chair at 4:31pm.	N/A
2.0 Adoption of Agenda MOTION 2020-45 Moved by Vicky that the agenda as presented be adopted. Suzanne seconded.	Carried
3.0 Adoption of Minutes from previous meeting MOTION 2020-46 Moved by Ben that the minutes of the 25 May 2020 meeting as presented be adopted. Daryl seconded.	Carried
4.0 Correspondence	N/A
4.1 Letter of resignation from Daryl. Daryl is posted this summer and will be leaving Cold Lake. Cynthia virtually presented him with the framed sailboat print and thanked him for his time on the board.	N/A
5.0 Reports	N/A
5.1 Board Chair Report No report this month.	None
5.2 Library Director Report The Library Director Report for this June meeting is attached as Appendix 1. Leslie added that there will soon be a TracPac app. The staff added a	



Agenda Item and Discussion	Action
<p>Benevity project for library signage, and received a donation of \$135 for the early literacy project. The library is still waiting on its audited statement from the City. As it is required for upcoming government applications, it will have to be accepted by the Board through e-mail. The Polaris “hold” function is completely broken, even for internal holds placed at both CL branches. A staff member has created a new bus bench advertising design for the library. Leslie is looking for a letter from the Board to the City asking for the fee to be waived. There are many empty benches so the library would not be taking away paid advertising from the City. Ben asked how attendance numbers were during the first week re-opened – Leslie said quite low, only about a quarter of the normal patrons.</p> <p>MOTION 2020-47</p> <p>The Library Director Report was approved by unanimous consent.</p>	Carried
<p>5.3 NLLS Rep Report</p> <p>NLLS has started updating the Plan of Service, and just had a budget meeting. There is a \$5000 provincial grant available to help support costs incurred due to COVID-19. The early deadline is 2 July for the north region. Leslie estimates about \$2500 spent on Plexiglass, hand sanitizer and cleaner before re-opening. NLLS is expecting an order of PPE to arrive soon, and will be distributing to libraries. NLLS meeting minutes can be found online.</p> <p>https://www.nlls.ab.ca/document/library/23/category/1837</p>	None
<p>5.4 Personnel Committee Report</p> <p>No report this month.</p>	None
<p>5.5 Policy Committee Report</p> <p>No report this month..</p>	None
<p>5.6 Financial Committee Report</p> <p>The Library Financial Committee report for June is attached as Appendix 2. The report summarizes an updated budget for 2020 due to the library closure for two months and conference cancellations.</p> <p>MOTION 2020-48</p> <p>The Financial Committee Report was approved by unanimous consent.</p>	Carried
<p>6.0 Priority Items</p>	N/A
<p>6.1 Return to Normal Opening Hours and Full Staff Hours</p> <p>Leslie has two part-time staff on Administrative Leave and would like to bring them back. She would also like to bring all staff back to their full hours without any restrictions. At the current approved but reduced levels, the Staff are only just keeping up with serving patrons and performing all</p>	



Agenda Item and Discussion	Action
the additional cleaning. MOTION 2020-49 Alysha moves to bring staffing back to previously approved 2020 hours starting 2 July. Marie seconded. All members voted in favour. Leslie would also like to return both branches to full opening hours, and feels that it won't be an issue with the return to full staff hours.	Carried
MOTION 2020-50 Vicky moves to return both branches to regular opening hours starting 2 July. Alysha seconded. All members voted in favour. Leslie would like to start allowing children back in the library, as Staff have been turning away families. This would only be for browsing. This is not really a Board decision, but the Board supported Leslie's decision as long as parents are made aware of expectations surrounding their library browsing visits. Item closed.	Carried
7.0 Old Business	N/A
7.1 Surplus Budget Tracking The painting of the South Brach is complete for a total cost of \$10,560, which is \$940 under budget. No other updates this month. Item open.	None
8.0 New Business	N/A
8.1 None	N/A
9.0 Next Meeting, Mon Aug 24, 2020 at 4:30 PM via Zoom.	Carried
10.0 Meeting Adjourned at 5:10 pm	N/A

A handwritten signature in blue ink, appearing to be "D. M. H.", is written over a horizontal line.

Board Chair or Delegate

A handwritten date "26 Aug 2020" in black ink is written over a horizontal line.

Date