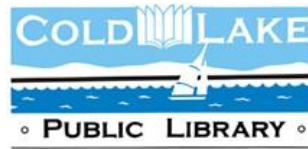


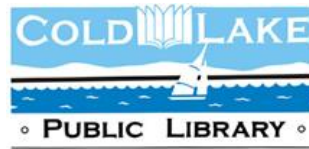
**Minutes of The City of Cold Lake Library Board Meeting**  
**Held Monday, May 31, 2021**  
**Via Zoom**

Present: Cynthia Sloychuk, Board Chair  
 Marie Manning, Board Vice-Chair  
 Suzanne Aessie, Board Secretary  
 Alysha Hudson, Board Treasurer  
 Leslie Price, Library Director  
 Tanya Boudreau, Library Assistant Director  
 Vicky Lefebvre, Board Member (City of Cold Lake Councillor)  
 Ben Fadeyiw, Board Member (MD of Bonnyville Councillor)  
 Gary Webb, Board Member  
 Hannah Penn, Board Member  
 Ashley Robson, Board Member

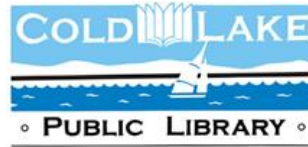
<b>Agenda Item and Discussion</b>	<b>Action</b>
<b>1.0 Call to Order</b> Meeting called to order by Board Chair at 4:31 pm.	N/A
<b>2.0 Adoption of Agenda</b> Vicky would like to add two items to the agenda. It will be Item 8.4: In Camera Session and Item 8.5: Membership – Alberta Library Trustee Association (ALTA). <b>MOTION 2021-38</b> Moved by Marie that the agenda as presented, with the addition for Item 8.4, In Camera Session, and Item 8.5, Membership ALTA, be adopted. Hannah seconded. All members voted in favour.	Carried
<b>3.0 Adoption of Minutes from previous meeting</b> <b>MOTION 2021-39</b> Moved by Suzanne that the minutes of the 26 April 2021 meeting be adopted. Vicky seconded. All members voted in favour.	Carried
<b>4.0 Correspondence</b>	N/A
<b>4.1 None</b>	None
<b>5.0 Reports</b>	



Agenda Item and Discussion	Action
<p><b>5.1 Board Chair Report</b></p> <p>Cynthia followed up about the Cold Lake Library Website when viewing the Board Minutes or the Policy &amp; Plan of Service (under “About Us”) when on a hand held device (i.e., iPad, cell phone). It is possible to still see these items when the device is turned sideways.</p> <p>Cynthia shared that this will be her last term as the Library Board Chair and Marie will be retiring as the Vice-Chair in October 2021. Board Members are to think about moving in to these positions.</p>	None
<p><b>5.2 Library Director Report</b></p> <p>The Library Director Report for May is attached as Appendix 1, and includes the statistics for Apr 2021. The Library Director mentioned she received the audited final statement and will send it to the government tomorrow.</p> <p><b>MOTION 2021-40</b></p> <p>The Library Director Report was approved by unanimous consent.</p>	Carried
<p><b>5.3 NLLS Rep Report</b></p> <p>Library Board Members continue to receive the NLLS weekly Rep Reports through email correspondence. The NLLS Conference was a huge success and 330 registered for the event: library staff and some board members. In 2020 there were 82K circulated items, 40K ebooks, and 13K e-audiobooks. That is an approximate total of 4 million dollars in library circulated items.</p>	None
<p><b>5.4 Personnel Committee Report</b></p> <p>No report this month.</p>	None
<p><b>5.5 Policy Committee Report</b></p> <p>No report this month.</p>	None
<p><b>5.6 Financial Committee Report</b></p> <p>The Library Financial Committee Report for May is attached as Appendix 2.</p> <p><b>MOTION 2021-41</b></p> <p>The Financial Committee Report was approved by unanimous consent.</p>	Carried
<p><b>6.0 Priority Items</b></p>	N/A
<p><b>6.1 None</b></p>	
<p><b>7.0 Old Business</b></p>	N/A



Agenda Item and Discussion	Action
<p><b>7.1 Plan of Service – Update</b></p> <p>The top five “Library Service Responses” from the public were:</p> <ul style="list-style-type: none"> <li>5. Create Young Readers: Early Literacy</li> <li>9. Know Your Community: Community Resources and Services</li> <li>13. Satisfy Curiosity: Lifelong Learning</li> <li>14. Stimulate Imagination: Reading, Viewing, and Listening for Pleasure</li> <li>17. Visit a Comfortable Space: Physical and Virtual Spaces</li> </ul> <p>The top six “Library Service Responses” from the Library Board were:</p> <ul style="list-style-type: none"> <li>4. Connect to the Online World: Public Internet Access</li> <li>5. Create Young Readers: Early Literacy</li> <li>9. Know Your Community: Community Resources and Services</li> <li>13. Satisfy Curiosity: Lifelong Learning</li> <li>14. Stimulate Imagination: Reading, Viewing, and Listening for Pleasure</li> <li>17. Visit a Comfortable Space: Physical and Virtual Spaces</li> </ul> <p>On-line Survey (Form 1A) will be distributed from May to end of June on social media platforms.</p> <p>The Plan of Service is the strategic plan going forward – it guides our vision.</p> <p>Item Open.</p>	None
<p><b>8.0 New Business</b></p>	N/A
<p><b>8.1 Policy 3050: Materials Selection Policy – Review and Approval</b></p> <p>The policy was due for review, and is attached as Appendix 3 to the meeting minutes. There was no change to the policy. Item closed.</p> <p><b>MOTION 2021-42</b></p> <p>Ashley moved to renew Policy 3050: Materials Selection Policy, as currently written. Marie seconded. All members voted in favour.</p>	Carried
<p><b>8.2 Yard Work Estimates</b></p> <p>None</p>	None
<p><b>8.3 Quotes for Tipi Area</b></p> <p>The quotes for the fence area is attached as Appendix 4 to the meeting minutes. The Library Director explained that \$11K was raised separate to support the tipi project. The fence around the garden at the south branch will need to be expanded in order to allow enough room for the tipi. Board members discussed the different fence quotes from contractors. Item</p>	



Agenda Item and Discussion	Action
<p>closed.</p> <p><b>MOTION 2021-43</b> Ben moved to accept Double JRC Fencing as the contractor for the new fence extension. Vicky seconded. All members voted in favour.</p>	Carried
<p><b>8.4 In Camera Session</b> Vicky motioned to go in camera at 5:06 pm. Vicky motioned to move out of camera at 5:10 pm.</p>	None
<p><b>8.5 Membership – Alberta Library Trustee Association – Review and Approval</b> ALTA is the collective voice for library trustees across Alberta. The board members would like to learn more about ALTA and how they support library trustees. Item open.</p> <p><b>MOTION 2021-44</b> Ashley moved to have CLLB connect with ALTA for the next June meeting or by the end of September 2021. Suzanne seconded. All members voted in favour.</p>	Cynthia
<p><b>9.0 Next Board Meeting – Monday, June 28, 2021 @ 4:30 PM</b> Cynthia proposed an outdoor in-person board meeting at the south branch outdoor garden if AHS restrictions align and the weather cooperates.</p>	N/A
<p><b>10.0 Meeting Adjourned at 5:20 pm</b></p>	N/A

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Board Chair or Delegate

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Date