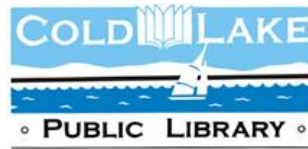


Minutes of The City of Cold Lake Library Board Meeting
Held Monday, November 28, 2022
4:30 PM at the South Branch Library and/or Zoom

Present: Hannah Penn, Board Chair
 Gary Webb, Board Vice-Chair
 Suzanne Aessie, Board Secretary
 Leslie Price, Library Director
 Vicky Lefebvre, Board Member (City of Cold Lake Councillor)
 Ben Fadeyiw, Board Member (MD of Bonnyville Councillor)
 Ryan Bailey, Board Member (City of Cold Lake Councillor)

Agenda Item and Discussion	Action
1.0 Call to Order Meeting called to order by Board Chair at 4:37 pm.	N/A
2.0 Adoption of Agenda MOTION 2022-58 Moved by Hannah that the agenda be adopted as presented.	Carried
3.0 Adoption of Minutes from previous meeting MOTION 2022-59 Moved by Hannah that the minutes of the 31 October 2022 meeting be adopted as presented.	Carried
4.0 Correspondence	N/A
4.1 Letter regarding City of Cold Lake Council Appointment – Councillor Ryan Bailey has been re-appointed as the City’s Council representative to the Cold Lake Library Board for a one-year term.	None
4.2 Letter regarding Christmas Celebration donation – Lakeland Credit Union sponsored the Annual Christmas Celebration with a cheque for \$500.	None
5.0 Reports	
5.1 Board Chair Report No report this month.	None



Agenda Item and Discussion	Action
<p>5.2 Library Director Report The Library Director Report for November is attached as Appendix 1, and includes the statistics for October. Library Director shared that the MD of Bonnyville approved the budget for 2023. Linda Hayward and her students will provide live holiday music at the library on Dec. 21st. The Library Board provided positive comments for the ongoing programs offered that connect with the Plan of Service.</p> <p>MOTION 2022-60 The Library Director Report was approved by unanimous consent.</p>	Carried
<p>5.3 NLLS Rep Report Weekly updates sent out from Executive director to Cold Lake Library Board Members. PLSB has found it in their budget to cover a significant internet bandwidth increase to a majority of our libraries. A reminder was mentioned that PLSB offers online sessions for board members.</p>	None
<p>5.4 Personnel Committee Report A reminder will go out to Library Board Members and Library Staff to complete the Performance Review.</p>	Suzanne
<p>5.5 Policy Committee Report No report this month.</p>	None
<p>5.6 Financial Committee Report The Library Financial Committee Report for November is attached as Appendix 2 and is attached to the meeting minutes. The library board will start advertising in the new year for more board members and would like to recruit a board treasurer.</p> <p>MOTION 2022-61 The Financial Committee Report was approved by unanimous consent.</p>	Carried
<p>6.0 Priority Items</p>	N/A
<p>6.1 None</p>	N/A
<p>7.0 Old Business</p>	N/A
<p>7.1 None</p>	None
<p>8.0 New Business</p>	N/A
<p>8.1 Technology The board reviewed the 2022 Technology Infrastructure Report and the Website Audit Report from NLLS and is attached as appendix 3 to the meeting minutes. Item closed.</p>	None



Agenda Item and Discussion	Action
<p>8.2 Board Hours The board secretary will forward the board hours to the library director. The board discussed collecting the board hours at each meeting starting in the new year. Item closed.</p>	None
<p>8.5 Emergency Response Plan The Emergency Response Plan is attached as Appendix 4 and is attached to the meeting minutes. The board reviewed the Emergency Response Plan and appreciated the detail to safety. Item closed. MOTION-2022-62 Ben moved to accept the Emergency Response Plan as presented. Gary seconded. All voted in favour.</p>	Carried
<p>9.0 Next Library Board Meeting – Monday, 30 Jan., 2023 @ 4:30 PM</p>	N/A
<p>10.0 Meeting Adjourned at 5:15 pm</p>	N/A

Board Chair or Delegate

Date