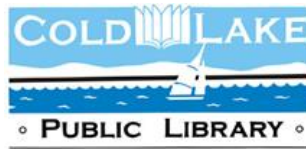




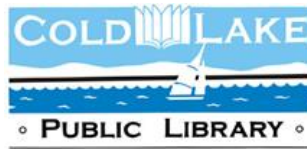
**Minutes of The City of Cold Lake Library Board Meeting**  
**Held Monday, September 25, 2023**  
**4:30 PM at the South Branch Library**

Present: Crystal Wolvengrey, Board Chair  
 Suzanne Aessie, Board Secretary  
 Dawit Worku, Board Member  
 Leslie Price, Library Director  
 Vicky Lefebvre, NLLS Representative  
 Ben Fadeyiw  
 Ryan Bailey  
 Gary Webb, Board Vice-Chair

<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> <b>MOTION 2023-50</b> Moved by Ryan that the agenda as presented be adopted. Gary seconded. All members voted in favour.	Carried
<b>3.0 Adoption of Minutes from previous meeting</b> <b>MOTION 2023-51</b> Moved by Suzanne that the minutes of the 28 August meeting be adopted. Dawit seconded. All members voted in favour.	Carried
<b>4.0 Correspondence</b>	N/A
<b>4.1 2024 NLLS Levy Update</b> - The letter confirms the 2024 budget includes a 1.5% levy increase for Municipalities and/or Library Boards.	None
<b>5.0 Reports</b>	N/A
<b>5.1 Board Chair Report</b> Suzanne has accepted another term on the Library Board. Public Library Services Branch is presenting a series of in-person Board Basics workshops in Fall 2023. All workshops will run from 9:00 AM to 4:00 PM. · <b>St. Paul: Sat., Oct., 14, 2023</b> at St. Paul Municipal Library, 4802 53 Street, St. Paul, AB. <a href="#">Register online</a> by <b>Fri., Oct., 8 2023.</b>	None



Agenda Item and Discussion	Action
<p><b>5.2 Library Director Report</b>  The Library Director Report for September is attached as Appendix 1, and includes the statistics for August 2023. Crystal and Leslie will be attending the budget presentations at The City of Cold Lake, Oct. 10, and the MD of Bonnyville, Oct. 24, at the council meetings. Library staff have been calling library members with expired memberships. Patrons were grateful for the phone calls. Library Director shared an update concerning the Art Smith Aviation Academy Library.</p> <p><b>MOTION 2023-52</b>  The Library Director Report was approved by unanimous consent.</p>	Carried
<p><b>5.3 NLLS Rep Report</b>  Weekly updates sent out from Executive Director to Cold Lake Library Board. The Next Executive meeting is October 13, 2023, in Cold Lake at 10 am. The traveling Little Free Library refrigerator has been going well.</p>	None
<p><b>5.4 Personnel Committee Report</b>  No report this month</p>	None
<p><b>5.5 Policy Committee Report</b>  No report this month.</p>	None
<p><b>5.6 Financial Committee Report</b>  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.</p> <p><b>MOTION 2023-53</b>  The Financial Committee Report was approved by unanimous consent.</p>	Carried
<p><b>6.0 Priority Items</b></p>	N/A
<p>6.1 None</p>	None
<p><b>7.0 Old Business</b></p>	N/A
<p><b>7.1 Policy 5050: Sick Leave</b>  Item to be reviewed at the next Library Board Meeting. Item open.</p>	None
<p><b>8.0 New Business</b></p>	N/A
<p><b>8.1 Review of Plan of Service</b>  Board members reviewed the Plan of Service 2022-2025. The library director included an update for each of the goals and highlights achieved for each goal. She provided a very nice comprehensive list of updates such as new and ongoing programs, materials purchased, connections with community services, events at</p>	



Agenda Item and Discussion	Action
<p>the library, and updates on the physical and virtual spaces. The board has no concerns and is happy with the goals achieved thus far.</p> <p>The library has one big ticket item to be completed by the end of 2024: “Floor in South Branch Children’s area will be replaced by the end of 2024.” Library director will apply for the small stream funding through the CFEP program. The library would need to have matching funds which will come from surplus.</p> <p>Library director will start getting some quotes to make sure there is enough in surplus.</p>	None
<p><b>8.2 Christmas Hours – Decision</b></p> <p>The library would like to close on Saturday December 23, 2023. Item closed.</p> <p><b>MOTION 2023-54</b></p> <p>Ben motioned to approve the library closure on Saturday December 23, 2023. Suzanne seconded. All members voted in favour.</p>	Carried
<p><b>8.3 Budget Presentation – Review and Approval</b></p> <p>Board members reviewed the budget presentation slides. There were no concerns. Item closed.</p> <p><b>MOTION 2023-55</b></p> <p>Ryan motioned to approve the budget presentation. Dawit seconded. All members voted in favour.</p>	Carried
<p><b>8.4 Policy 5010: Interlibrary Loan Manager – Review and Approval</b></p> <p>Board members reviewed and discussed the Interlibrary Loan Manager policy. There were no concerns. Item closed.</p> <p><b>MOTION 2023-56</b></p> <p>Ben motioned to approve Policy 5010: Interlibrary Loan Manager as presented. Dawit seconded. All members voted in favour.</p>	Carried
<b>9.0 Next Library Board Meeting - Monday, 30 Oct., 2023 @ 4:30 PM</b>	N/A
<b>10.0 Meeting Adjourned at 5:26 pm</b>	N/A

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Board Chair or Delegate

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Date