



City of Spruce Grove Library Board Meeting Minutes

April 16, 2024, 7:00 p.m.

Spruce Grove Public Library and via MS Teams

Trustees Present:

Sharon Shuya Adam McArthur Terry Mack Jaret Capp David Oldham
Jeff Tokar (entered at 7:38PM) Sacha Curran Jocie Wilson

Also, Present: Leanne Myggland- Carter, Director of Library Services; Tiffany Gamboa, Board Secretary

Guests: Karla Palichuk, YRL Director; Hank Smit YRL Board Chair; Duncan Lotoski, YRL Staff

Regrets: Tom Yeo

1. Call the Meeting to Order

A. McArthur to call the meeting to order at 7:02 PM and T. Yeo read SGPL's Treaty 6 Land Acknowledgement.

2. Introductions of Guests

A. McArthur introduced and welcomed YRL Director, Board Chair, and staff to the Library Board Meeting.

3. Approval of Agenda

The following amendments were made to the agenda:

- T. Yeo requested that the Correspondence item be added to the agenda as item 5.6.
- S. Curran that the March financial statements be added as agenda item 5.7.
- T. Mack requested that the Social Media Policy be added to the agenda as item 5.8

022L- 24 S. Shuya **MOVED** that the agenda be approved as amended.

CARRIED

4. Approval of Meeting Minutes

023L-24 T. Mack **MOVED** that the March 19, 2024, meeting minutes be approved as presented.

CARRIED

5. Business Action Items

5.1 2024 YRL Presentation

K. Palichick, H.Smit, D. Lotoski presented an informative PowerPoint presentation that reviewed the structure, governance, and purpose of YRL, highlighting their annual return on investment, their 2023- 2026 Strategic Plan of Service. Their main focus in 2024 is investment into cybersecurity as part of their risk mitigation plan for member libraries in the region. After a brief question and answer session, trustees expressed their appreciation for YRL services, time, and presentation.

K. Palichuk, H. Smit, and D. Lotoski left the meeting at 7:56pm.

5.2 Advocacy & Finance – 2024 Budget Assessments

024L-24 J. Wilson **MOVED** that \$100,000 from the City of Spruce Grove 2025 operating grant be moved from the 2025 budget to the 2024 budget to be spent on collections for the Civic Centre Library be approved as presented.

CARRIED

5.3 Policy & HR – Corporate Identity Policy

025L-24 T. Mack **MOVED** that the board approve Corporate Identity, section 6.2 of the Public Relations and Communications Policy as amended.

CARRIED

In response to a question from the Trustee’s, the Policy & HR Committee Chair indicated that this is a small component of a much larger 6.0 Communication Policy that will be forthcoming to the Board.

5.4 Policy & HR – Diversity, Equity, And Inclusion Policy

026L-24 T. Mack **MOVED** that the board approve the Diversity, Equity, Inclusion and Belonging policy as presented.

CARRIED

5.5 Policy & HR – Trustees Job Descriptions

027L-24 T. Mack move that the Policy & HR Committee take back the document for review and revision.

CARRIED

In response to recommendations made by the Board, the Policy & HR Committee will take back the document to revise and review to bring forth to the Board for final approval.

5.6 Correspondence

In response to T. Yeo question regarding the correspondence received, the Board Chair will review and

5.7 March Financial Reports

S. Curran received clarification about the financial statements from the Director.

5.8 PHR- Social Media Discussion

T. Mack introduced this item to the board as she is hoping for broad feedback and input on such an important communication policy the committee is working on. Administration will share the draft policy so that Trustees can review it and provide feedback in the document.

6. In-Camera:

6.1 Board Update

028L-24 S. Shuya **MOVED** in-camera enter at 8:54pm

CARRIED

029L-24 T. Yeo **MOVED** in-camera depart at 9:35pm

CARRIED



7. Business Arising from In-Camera (If any):
There was no business arising from in-camera.

8. Around the Table

9. Motion to Adjourn
029L-24 J. Tokar **MOVED** to adjourn at 9:40 p.m.

Next Meeting Date is **Wednesday, May 22, 2024**

CARRIED

SIGNED: _____ DATED: _____
Adam McArthur, Board Chair

SIGNED: _____ DATED: _____
Tiffany Gamboa, Board Secretary

APPROVED

