

City of Spruce Grove Library Board Meeting Minutes

February 21, 2024, 7:00 p.m.

Spruce Grove Public Library and via Teams

Trustees Present:

Jaret Capp Jocelyn Wilson Adam McArthur David Oldham
Tom Yeo Sharon Shuya Jeff Tokar Sacha Curran

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

Guests: Phil Dirks, Metrix LLP, Deb Comfort, City of Spruce Grove Recreation and Culture Services Director

Regrets: Terry Mack

1.0 Call the Meeting to Order

A. McArthur to call the meeting to order at 7:00 PM and read SGPL's Treaty 6 Land Acknowledgement.

2.0 Introductions of Guests

A. McArthur introduced Phil Dirks, Metrix Group LLP and Deb Comfort, City of Spruce Grove

3.0 Approval of Agenda

007L-24 J. Tokar **MOVED** that the Agenda be approved as presented.

CARRIED

4.0 Approval of Meeting Minutes

008L-24 J. Wilson **MOVED** that the January 16, 2024, meeting minutes be approved as presented.

CARRIED

5.0 Business Action Items

5.1 Auditor Presentation of Financials

009L-24 J. Wilson **MOVED** that the 2023 audited Financial Statements be accepted as amended.

P. Dirk presented the 2023 draft financial statement to the Board. He commended SGPL Administration for another successful audit and expressed his appreciation for the support during the audit process. The auditor will amend the statement removing the Friends of the Library from government transfer list to the donations list. The Finance committee will review the auditors' suggestions and will bring back a recommendation to the Board at an upcoming meeting.

CARRIED

P. Dirks left the meeting at 7:38pm.

5.2 Civic Centre Update

010L-24 S. Shuya **MOVED** that the Civic Centre update be received as information.

CARRIED

D. Comfort entered the meeting at 7:40pm and left the meeting at 8:45pm.

5.3 Pol & HR 2024 Committee Workplan

011L-24 S. Shuya **MOVED** that the 2024 Policy & HR Committee Workplan be approved as presented.

CARRIED

5.4 Adv & Fin 2024 Committee Workplan

012L-24 J. Wilson **MOVED** that the 2024 Advocacy & Finance Committee work plan be approved as amended.

CARRIED

5.5 Admin- Draft 2024-2026 Strategic Plan of Service

013L-24 J. Wilson **MOVED** that the City of Spruce Grove Library Board's Draft 2024-2026 Strategic Plan of Service be approved amended.

CARRIED

After a discussion, the trustees have made certain recommendations for the 2024-2025 Strategic Plan of Service. These recommendations are as follows:

- Remove the numbering from each pillar for consistency. -
- Revise the statement of the first measure under the third pillar and instead of "Are we identified as the Library District in City Centre Beautification and other CCBA projects," the new statement should be "be recognized as the Library District in connection with City Centre."

Board chair called a recess at 9:21pm and reconvened at 9:28pm.

5.6 Admin- Revised Bylaw Schedule Update

014L-24 J. Tokar **MOVED** that the proposed Bylaw Schedule Updates be approved as presented.

CARRIED

5.7 Admin- 2023 SGPL Annual Report

015L-24 D. Oldham **MOVED** that the 2023 Annual Report for the Public Library Services Branch be approved as presented/amended.

CARRIED

6.0 In-Camera:

There were no in-camera items presented at this meeting.

7.0 Business Arising from In-Camera (If any):

There was no business arising from in-camera.

8.0 Around the Table

9.0 Motion to Adjourn

016L-24 S. Shuya **MOVED** to adjourn at 10:06 p.m.

CARRIED

Next Meeting Date is **Tuesday, March 19, 2024**

SIGNED: _____ DATED: _____
Adam McArthur, Board Chair

SIGNED: _____ DATED: _____
Tiffany Gamboa, Board Secretary

