



City of Spruce Grove Library Board Meeting Minutes

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

Spruce Grove Public Library

Trustees Present:

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

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

1. Call the Meeting to Order

L. Myggland-Carter called the meeting to order at 7:05 PM and read the Treaty 6 Acknowledgement.

1.1 Election of the Board Chair

L. Myggland-Carter called for nominations from the floor for the position of Library Board Chair. S. Shuya nominated A. McArthur who accepted. L. Myggland-Carter made a second and a third call and there were no further nominations.

After calling for nominations three times, L. Myggland-Carter declared the nomination closed. A. McArthur was declared Board Chair by acclamation. Board Chair duties were passed on to the Board Chair.

2. Election of the Vice Board Chair

Before calling for nominations of the Vice Chair, A. McArthur explained the role and responsibilities of the Vice Chair to the new Trustees.

A. McArthur called for nominations from the floor for the position of Board Vice Chair. S. Currant nominated S. Shuya who accepted. A. McArthur made a second and a third call and there were no further nominations.

After calling for nominations three times, A. McArthur declared nominations closed. S. Shuya was declared Board Vice Chair by acclamation.

3. Introduction of Guests

No guest were present at this board meeting.

4. Approval of Agenda

001L-24 S. Shuya **MOVED** that the Agenda be approved as presented.

CARRIED

5. Approval of November 30, 2023, Meeting Minutes

002L-24 T. Mack **MOVED** that the draft November 30, 2023, minutes be approved as presented.

CARRIED

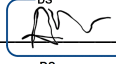

6. Business Action Items

6.1 Signing Authorities

003L-24 T. Mack **MOVED** that L. Porter be removed from the list of signing authorities.

CARRIED

004L-24 S. Curran **MOVED** that S. Shuya be designated as Vice Chair and be added on the list of signing authorities.

DS

DS


**CARRIED**

005L-24 D. Oldham **MOVED** that A. McArthur, Leanne Myggland-Carter, and Tiffany Gamboa remain be designated as Board Chair on the list of signing authorities.

CARRIED

6.2 Board Committee Roles & Responsibilities

At the Chair's request, 2023 Committee Chairs presented an overview of what types of activities they contributed to the Board. A. McArthur shared that committees provide annual workplan that is approved by the Board.

A. McArthur invited Trustees to express where there interest what committees they would like to join:

Advocacy & Finance Committee:

- J. Wilson (Committee Chair)
- J. Tokar
- S. Curran
- D. Oldham

Chairs' Committee:

- T. Mack
- A. McArthur (Board Chair)
- J. Wilson
- S. Shuya (Vice-Chair)

Policy & HR Committee:

- T. Mack (Committee Chair)
- S. Shuya
- J. Capp
- T. Yeo

A. McArthur called recess at 7:43pm and then reconvened the meeting back to order at 8:11pm.

6.3 Final Draft of the 2024-2026 Strategic Plan of Service

A. McArthur introduced the 2024-2026 Strategic Plan Service to the Board and explained the process of developing this plan over the course of the year. After being invited to expand on this item, the Director explained that this process was focused on creating a plan that reflected the demographics of the community and its needs. She expressed the document should provide guidance to the Board, provide guidance for decision-making for operations, and provide key message for advocacy. After some discussion, the board requested that:

- The Director provides additional resources for the Board to consider in addition to the proposed strategic plan
- That this agenda item added to the February meeting for further discussion

7. In-Camera:

No items were discussed in-camera.

8. Business Arising from In-Camera (If any):

There was no business arising from in-camera.

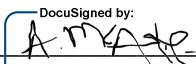
9. Around the Table

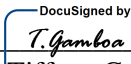
10. Motion to Adjourn

006L-24 J. Tokar **MOVED** to adjourn at 8:57 PM

CARRIED

Next Meeting Date is **Wednesday, February 21, 2024**

SIGNED:  DATED: February 22, 2024 | 1:14 PM MST
Adam McArthur, Board Chair

SIGNED:  DATED: February 21, 2024 | 5:21 PM MST
Tiffany Gamboa, Board Secretary

