



## City of Spruce Grove Library Board Meeting Minutes

June 18, 2024, 7:00 p.m.

Spruce Grove Public Library and via MS Teams

### Trustees Present:

Jeff Tokar	David Oldham	Sacha Curran	Jocie Wilson (via Teams)
Jaret Capp	Sharon Shuya	Terry Mack	Tom Yeo

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

**Regrets:** Adam McArthur

### 1. Call the Meeting to Order

S. Shuya to call the meeting to order at 7:00PM. T. Mack read SGPL’s Treaty 6 Land Acknowledgement.

### 2. Introductions of Guests

There were no guest present.

### 3. Approval of Agenda

49L-24 T. Mack **MOVED** that the agenda be approved as amended.

**CARRIED**

- T. Mack requested the removal of motion related to Item 5.3, which will now be an update on the 2024 Board Self-Assessment process.
- T. Mack requested the addition of item 5.4: 2025 Board Orientation, along with attaching the 2024 Orientation Evaluation feedback from the consent calendar.
- S. Shuya requested the addition of item 5.5 Board Membership.

### 4. Approval of Meeting Minutes

50L-24 T. Mack **MOVED** that the minutes be approved as presented.

**CARRIED**

### 5. Business Action Items

#### 5.1 State of the Library Presentation Debrief

J. Wilson provided a debrief on the council presentation, noting it was well received by councillors.

#### 5.2 Policy & HR Draft Advocacy Policy

51L-24 T. Mack **MOVED** to approve the new Advocacy Policy as presented.

**CARRIED**

T. Mack introduced the draft Advocacy Policy to the library board.

#### 5.3 Policy & HR Draft Trustee Assessment Questionnaire

T. Mack introduced the draft Trustee Assessment Questionnaire and invited J. Capp to explain the 2024 process and method of collecting the information. The questionnaire will be distributed after the meeting, with the results presented at the October board meeting.

#### 5.4 2025 Board Orientation Workshop

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T. Mack provided an update on the development of the Board Orientation Workshop for new trustees. The Policy & HR Committee will be leading this initiative, with T. Yeo taking the lead for the 2025 workshop. Trustees were invited to collaborate with T. Yeo on this initiative.

5.5 Board Membership

S. Shuya provided an update on the status of board membership, noting there will be three vacancies to be filled. She encouraged trustees to network and encourage other to apply for these positions.

6. In-Camera:

6.1 HR Update

52L-24 T. Yeo **MOVED** in-camera enter at 7:29pm

**CARRIED**

53L-24 J. Tokar **MOVED** in-camera depart at 8:34pm

**CARRIED**

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

No business action arose from in-camera.

8. Around the Table

9. Motion to Adjourn

54L-24 J. Tokar **MOVED** to adjourn at 8.52 pm.

**CARRIED**

Next Meeting Date is **Wednesday, October 16, 2024**

SIGNED: \_\_\_\_\_

DATED: \_\_\_\_\_

Sharon Shuya, Vice Board Chair

SIGNED: \_\_\_\_\_

DATED: \_\_\_\_\_

Tiffany Gamboa, Board Secretary

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