



# FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

**January 23, 2023**

## **IN ATTENDANCE**

Margaret Booker, Trustee  
Michelle Craig, Trustee  
Norma Leader, Trustee  
Lisa Mason, Trustee  
Patrick Noyen, City Councillor  
Renetta Peddle, Vice Chair  
Makinna Pitcher, Trustee  
Judy Raaschou, Trustee  
Nicole Starker Campbell, Trustee  
Tricia Wall, Library Director  
Shannon Bubel, Recording Secretary

## **REGRETS**

Marianne Quimpere, Trustee

Call to order: Renetta Peddle called the meeting to order at 6:32 pm

1. WELCOME MARGARET & MAKINNA
  - Thanks to Lisa and Norma for renewing their terms.
2. APPROVAL OF THE AGENDA

**Motion** by Michelle Craig to approve the agenda. Seconded by Nicole Starker Campbell. CARRIED.

3. Approval of the minutes of the December 12, 2022 board meeting.

**Motion** by Judy Raaschou to approve the minutes of the December 12, 2022 Board Meeting. Seconded by Norma Leader. CARRIED.

4. REPORTS
  - a) Vice Chair's Report
    - o Thanks to all who have completed the Related Parties Survey. Reminder if you haven't done so yet, to please complete it.
    - a) Election to Board Positions

The floor was opened for nominations for Library Board Chair for 2023.

- Judy Raaschou nominated Norma Leader.

- Board voted in favor, Norma accepted
- Norma Leader elected as Board Chair

The floor was opened for nominations for Library Board Vice Chair for 2023

- Patrick Noyen nominated Michelle Craig
- Michelle accepted
- Michelle Craig elected via acclamation as Vice Chair

The floor was opened for nominations for Secretary for 2023

- Renetta Peddle nominated Nicole Starker Campbell
- Nicole accepted
- Nicole Starker Campbell elected via acclamation as Secretary

#### b) Selection of Personnel and FDA Committee Members

Personnel Committee – members for 2023

- Makinna Pitcher
- Margaret Booker
- Lisa Mason
- Nicole Starker Campbell

FDA Committee – members for 2023

- Michelle Craig
- Patrick Noyen
- Judy Raaschou
- Renetta Peddle
- Marianne Quimpere

- b. Personnel Committee
  - Next meeting February 13<sup>th</sup>. Nothing to Report
- c. FDA Committee
  - KPMG is here this week for our 2022 Audit. Next Board meeting there the Audited Financial Statement will be presented by two City Accountants, and one from KPMG.
- d. Report from Council
  - Reminder to please fill out the Indoor Recreation Facility Planning Survey. Results will hopefully be discussed at the February council meeting.
  - Last meeting Council looked at redistricting an area in Southfort Meadows. It would allow for townhomes to have suites.
- e. Director's Report
  - We are having a Virtual Author Visit on February 6<sup>th</sup> from 7-8pm. New York Times Journalist Emily Flitter will join us to discuss her first book The White Wall.

- o Thanks to the Board for allowing the Library to close an hour early for our Staff Christmas Party.
  - o We have hired a Literacy Librarian, they will start January 30<sup>th</sup>
  - o Staff is completing Equity, Diversity and Inclusivity training
  - o Our new hours have been well received
  - o February is Physical Literacy Month. We are having special programs all month.
  - o The Board intranet will soon be a shared Google drive instead.
  - o We have purchased When to Work software for scheduling
  - o Our teen non-fiction shelving should arrive in the next couple weeks
  - o Emergency use phone has been installed in the Program room
  - o We have two new partnerships with Families First
  - o We have new educator library cards for teachers. Gives them 6-week loan periods, and leniency on damaged items. They will also receive a quarterly newsletter.
  - o Partnered with the Paper bag Fairies again, doing Valentines cards for seniors
  - o First meeting on the Early Years Coalition tomorrow. We will host the Under 3 Fair on March 20<sup>th</sup>
  - o SCL will be in contact to plan the meeting of the two Boards.
  - o The Rotary Club has invited us to a meeting. They are generously donating for more Indigenous resources.
- f. Monthly Statistics  
December's statistics were presented

**Motion** by Renetta Peddle to accept reports 4.a. through 4.f. as information.  
Seconded by Patrick Noyen. CARRIED.

#### 5. NEW BUSINESS

- a) Board Contact List 2023
- b) In Camera Session  
From 7:26pm – 8:13pm

#### 6. CORRESPONDENCE

Brent Dragon from EIPS has reached out to have a meeting to discuss the potential for a second Library location.

#### 7. ROUNDTABLE

#### 8. NEXT MEETING

February 13, 2023

#### 8. ADJOURNMENT

**Motion** by Renetta Peddle to adjourn the meeting at 8:18 pm.

CARRIED.



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Board Vice Chair



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Board Secretary