



# FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

February 13, 2023

## IN ATTENDANCE

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

## GUESTS

Andy Carpenter, City of Fort Saskatchewan  
Robyn Eson, KPMG  
Taylor Rolheiser, KPMG  
Colleen Wagner, City of Fort Saskatchewan

Call to order: Norma Leader called the meeting to order at 6:29 pm

### 1. APPROVAL OF THE AGENDA

**Motion** by Norma Leader to approve the agenda. Seconded by Margaret Booker. CARRIED.

### 2. 2022 Audited Financial Statement Presentation by City of Fort Saskatchewan and KPMG

- Colleen Wagner reviewed the library's 2022 financial statements.
- Robyn Eson and Taylor Rolheiser reviewed KPMG's audit results of the library's 2022 financial statements, and their recommendations.

**Motion** by Judy Raaschou to approve, as presented, the 2022 audited financial statements as presented by the City of Fort Saskatchewan and KPMG. Seconded by Marianne Quimpere. CARRIED.

**Motion** by Michelle Craig to approve funding of the 2022 operating deficit of \$48,414 from Library operating reserves. Seconded by Nicole Starker Campbell. CARRIED.

3. Approval of the minutes of the January 23 board meeting.

**Motion** by Patrick Noyen to approve the amended minutes of the January 23, 2023 Board Meeting, correcting the wording for the Vice Chair and Secretary being to elected via acclamation not voted, and correcting Michelle Craig to elected as Vice Chair. Seconded by Margaret Booker. CARRIED.

4. REPORTS

a) Chair's Report

- o The book borrowing box at Turner Park was damaged, thanks to the Historical Society for already repairing it.

b. Report from Council

- o The City Naming policy and procedure has been updated. This specifies how streets, parks and public buildings get named. There is a City Naming Registry that residents may nominate names of significance.
- o A capital project was brought back to council to discuss replacing the Township road 542 culvert, as it is failing due to the gravel operations in that area.
- o Municipal Census taking place this Spring. The City has been relying on Federal data so the census will provide more accurate statistics on population growth and current demographics.
- o The Naturalist Society and the Fort Saskatchewan Trail Alliance are collaborating to discuss future direction of the City's natural areas.
- o Patrick attended the City AGM. Great to meet employees and witness the spirit and culture of the City employees.

c. Director's Report

- o We continue to have coverage in The Record.
- o Our new Literacy Librarian has started, and we are already seeing the benefits
- o We participated in the Winter Walk with the City, and we have had a great response from City employees with our Physical Literacy events at noon on Thursday's and Friday's this month.
- o The Early Years Coalition has starting planning the Under 3 Fair
- o We have been invited to table at the Legion Vendor Fair, and to The Great Disconnect
- o Have had increased incidents in the Lobby after City Hall has closed, with a person currently banned from the Library. They have now been banned from the building until June.

- o Teen nonfiction shelving has started to be installed, and getting ready to put the collection out. Hoping to collaborate and have teens make selections on items for the collection.
  - o Tricia has been accepted on the Let's Move in Libraries Advisory Board
  - o We are partnering with the Heartland Housing Foundation and Amanda Milke to host art days in the Library
- d. Monthly Statistics  
January's statistics were presented

**Motion** by Renetta Peddle to accept reports 4.a. through 4.d. as information. Seconded by Michelle Craig. CARRIED.

## 5. NEW BUSINESS

- a) Approval of 2022 Annual Report for PLSB

**Motion** by Nicole Starker Campbell to approve as presented the 2022 Annual Report for PLSB. Seconded by Lisa Mason. CARRIED.

- b) EIPS Second Location

- EIPS has made a request for decision on plans to establish a secondary location in the proposed High School
- Three options were presented:
  1. Continue the collaboration in a modified form
  2. Continue the collaboration as planned
  3. Discontinue the collaboration

**Motion** by Marianne Quimper to advise EIPS we would like to proceed with collaboration in a modified form as outlined in option 1. Seconded by Michelle Craig. CARRIED.

- c) Dinner with the SCL Board

- We have been invited to have dinner with the SCL Board. This will allow us to solidify and discuss our mutually beneficial relationship.
- Possible dates to be sent out

## 6. CORRESPONDENCE

## 7. ROUNDTABLE

## 8. NEXT MEETING

March 13, 2023

8. ADJOURNMENT

**Motion** by Norma Leader to adjourn the meeting at 8:22 pm.

CARRIED.

*Norma J Leader*

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Board Chair

*N. Stan Campbell*

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Board Secretary