

RMWB Library Board Meeting Agenda

DATE: *Wednesday, June 16, 2021*

TIME: *6:00 PM to 8:00 PM*

LOCATION: *Microsoft Teams*

ATTENDANCE: *Amanda MacPherson, Corinna Pirie, Jennifer Kennett, Serena Quinn, Sheila Lalonde, Jim Proudfoot
Melissa Flett*

REGRETS: *Shazia Mughal, Roy Amalu*

1. Treaty 8 Opening

Amanda called the meeting to order at 6:08 pm and provided the Treaty 8 Opening: We respectfully acknowledge that Wood Buffalo Regional Library is situated on Treaty 8, the traditional lands to the Cree and Dene First Nations and Metis Nations.

- a. Adoption of Agenda
No changes were made.
Motion to adopt agenda made by Jen/Seconded by Jim.
Carried
- b. Approval of Previous Minutes
Motion to approve minutes of May 19, 2021 meeting, with an edit to the word 'Treat' to 'Treaty,' made by Corinna/Seconded by Sheila.
Carried
- c. Declaration of Conflict of Interest
No conflict of interest was declared.

2. Business Carried Forward

- a. Revised Safety and Use Bylaws 2nd and 3rd Reading
The Board reviewed the edited version of the Regional Municipality of Wood Buffalo Library Safety and Use Bylaw.

Motion to approve the second reading of Regional Municipality of Wood Buffalo Library Safety and Use Bylaw made by Jen/Seconded by Jim
Carried

Motion to approve third and final reading of Regional Municipality of Wood Buffalo Library Safety and Use Bylaw made by Corinna/Seconded by Jen
Carried

3. **New Business**

- a. Reopening the library for stage 2 and summer plans
Melissa provided a verbal update on reopening plans for stage 2 and tentative plans for stage 3 and July/August hours. The opening hours will remain from 10 am to 6 pm Tuesday to Saturday until mid/late August. In addition to contactless pick-up, the library has reopened the space to the public and added study tables and computer works services. In-person programming is limited to outdoor spaces and online for July and August, with tentative plans to relaunch in the fall.

- b. 2022 Budget
Melissa presented the 2022 budget plan. The budget strategy is developed in alignment with the 2019 to 2023 Plan of Service. Melissa discussed a review of the Hours of Service policy.

Motion to go in camera at 6:29 pm made by Corinna/Seconded by Shazia
Carried

Motion to go out of camera at 6:37 made by Jen/Seconded by Corinna
Carried

Melissa reviewed two scenarios for expenses, should the Hours of Service policy change. The recommendations presented include approving new hours of service policy, approve the final 2022 budget in September with no sustaining grant increase for 2022.

Motion to proceed with budget preparations using a 10 to 8 schedule for Tuesday to Friday and a 10 am to 5 pm schedule for Saturday, Sunday and Monday and no increase to sustaining grant request for 2022 made by Corinna/Seconded by Sheila
Carried

4. **Roundtable**

Amanda provided a reminder of the break for summer, with the next meeting scheduled for September 15, 2021.

5. **Adjournment**

Motion to adjourn at 6:58 pm made by Jen/Seconded by Jim.
Carried