

RMWB Library Board Meeting Minutes

DATE: *Wednesday, September 29, 2022*
TIME: *6:00 pm to 8:00 pm*
LOCATION: *In-Person – Syncrude Program Room*
ATTENDANCE: *Board: Amanda MacPherson, Jim Proudfoot, Jennifer Kennett, Corinna Pirie, Shazia Mughal*
Staff: Melissa Flett, Lindsay McFarlane

REGRETS: *Roy Amalu*
ABSENT: *Ijeoma Uche-Ezeala (IJ), Serena Quinn*

1. Treaty 8 Opening

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

- a. Adoption of Agenda
Motion to adopt agenda made by Jim/Seconded by Jen.
Carried
- b. Adoption of Consent Agenda
Corinna noted the edit required in the minutes from June 20. Corinna chaired the meeting as Amanda had to connect via teams. Edit was made.
Motion to approve updated items in the consent agenda made by Jen/Seconded by Jim.
Carried
- c. Declaration of Conflict of Interest
No conflict of interest was declared.

2. New Business

- a. 2nd Quarter Financial Statements
Melissa presented the June 30, 2022, statement of operations, accumulated surplus and statement of financial position. Melissa explained variances in actuals and budgets and shared projections for year-end.
Motion to accept 2nd quarter financial statements as information made by Corinna/Seconded by Shazia.
Carried
- b. REVISE Programs Policy
Board reviewed the edits made to the revised Programs Policy. The board discussed positive additions to the program goals and asked about the rationale behind removing the Fun Box Collection from the policy. Melissa shared that the fun box was operational in nature and less of a program as opposed to a resource.

Motion to approve revised Programs Policy as presented made by Corinna/Seconded by Jim.
Carried

- c. REVISE Resource Sharing Policy
Melissa presented the revised Resource Sharing Policy. Melissa explained the process for interlibrary loans and how fees work when dealing with lost items.

Motion to approve revised Resource Sharing Policy as presented made by Shazia/Seconded by Corinna.
Carried

- d. Request to go in camera – labour relations
Motion to go in camera at 6:29 pm made by Jen/Seconded by Corinna.
Carried

Motion to go out of camera at 6:50 pm made by Corinna/Seconded by Shazia.
Carried

3. Advocacy Roundtable

Shazia shared that she would be volunteering at the upcoming WBRL Art and LitFest on the weekend. Corinna, Jen and Melissa attended the Regional Recreation Corporation (RRC) Partner's Reception and thought it was well done. Corinna shared that the RRC surveyed participants on one of the golf holes on the circulations stats of the Go Pass. Melissa shared that plans were underway to do a similar format for the WBRL Partner's Reception in 2023 and have it hosted at the library with staff participation. The event will not coincide with the Banff Mountain Film Festival as done in previous years but instead take place during October Library Month. Jen shared how much her daughter enjoyed the scavenger hunt and her interactions with Sally. Board discussed member recruitment, and Melissa would follow up with term end dates and the skills matrix to assist RMWB Legislative Services with recruitment.

4. Adjournment

Motion to adjourn at 7:14 pm made by Jen/Seconded by Jim.
Carried