

RMWB Library Board Meeting Minutes

DATE: *Wednesday, March 15, 2023*

TIME: *6:00 pm to 8:00 pm*

LOCATION: *Syncrude Program Room*

ATTENDANCE: *Board: Corinna Pirie, Shazia Mughal, Martin Wright, Amanda MacPherson, Ijeoma Uche-Ezeala (IJ) (via phone, joined in person at 6:13pm), Dean Chappelle (via phone), Koteswara Verrnaki (via phone)*

Staff: Melissa Flett, Lindsay McFarlane

Guests: Sanjeev Ranjani and Aldina Hodzic, with Deloitte LLP

REGRETS:

ABSENT: *Jennifer Kennett, Councilor Funky Banjoko*

1. Treaty 8 Opening

Corinna called the meeting to Order at 6:03 pm. We respectfully acknowledge that Wood Buffalo Regional Library is situated on Treaty 8 Territory, the traditional lands of the Cree, Dene, and the unceded territory of the Métis.

- a. Adoption of Agenda
Corinna added NetApp Appliance Replacement Proposal as Item C under New Business.
Motion to adopt amended agenda made by Amanda/Seconded by Shazia.
Carried

- b. Adoption of Consent Agenda
 - Minutes of February 15, 2023
 - 2023 Board Schedule – March
 - Budget 2023 Letter from Minister Shulz
 - Statistics February 28, 2023
 - REVIEW Employee Social Media PolicyMotion to approve items in the consent agenda made by IJ/Seconded by Shazia.
Carried

- c. Declaration of Conflict of Interest
No conflict of interest was declared.

2. New Business

- a. 2022 Year End Financial Statement Presentation, Deloitte LLP
Sanjeev Ranjani and Aldina Hodzic, with Deloitte LLP, reviewed the 2022 year-end communication and 2022 audited financial statements. Melissa addressed the disclosure deficiency recommendation for auto-deposit.

IJ left the meeting via phone at 6:11pm.

Motion to accept the Wood Buffalo Regional Library Board Year End Communication Report 2022 as information made by Amanda/Seconded by Martin.
Carried

Motion to approve the audited Financial Statements for the period ending December 31, 2022 made by Martin/Seconded by Amanda.
Carried

IJ rejoined the meeting in-person at 6:13pm.

Sanjeev and Aldina left the meeting at 6:14pm.

- b. Plan of Service 2024-2027/8 Overview
Melissa shared the Plan of Service 2024-2027/8 process overview, including a recommendation to hire Barbara Pedersen Facilitation Services Inc. Lindsay explained the review process for facilitation proposals and the draft budget.

Motion to approve 2023 to 2027/8 Strategic Plan of Service budget not to exceed \$32,000 to be funded by unrestricted cash made by Amanda/Seconded by Shazia.
Carried

- c. NetApp Appliance Replacement Proposal.
Melissa shared the NetApp Appliance Replacement Proposal and amended the requested budget to \$29,000.

Motion to approve NetApp Appliance Replacement Proposal budget of \$29,000 to be funded by General Capital Reserve made by Amanda/Seconded by Dean.
Carried

3. Advocacy Roundtable

Shazia shared she has received positive feedback from the community on the beginner chess program.

Melissa shared the Words in Motion Celebration Event is scheduled for April 26th. An invite will be sent to the Board.

4. Adjournment

Motion to adjourn at 6:43pm made by Amanda/Seconded by Martin.
Carried