

RMWB Library Board Meeting Minutes

DATE: *Wednesday, June 21, 2023*
TIME: *6:00 pm to 8:00 pm*
LOCATION: *Syncrude Program Room*
ATTENDANCE: *Board: Corinna Pirie, Koteswara Verranki, Shazia Mughal, Martin Wright, Ijeoma Uche-Ezeala (IJ) (via Teams), Councilor Funky Banjoko (joined at 6:07pm)*
Staff: Melissa Flett, Lindsay McFarlane
REGRETS: *Amanda MacPherson, Dean Chappelle, Jennifer Kennett*
ABSENT:

1. Treaty 8 Opening

Corinna called the meeting to Order at 6:04 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
Motion to adopt agenda made by IJ/Seconded by Shazia.
Carried
- b. Adoption of Consent Agenda
 - Minutes of May 17, 2023
 - 2023 Board Schedule – June
 - Indigenous Services Update – National Indigenous History MonthMotion to approve items in the consent agenda made by Martin/Seconded by Koteswara.
Carried
- c. Declaration of Conflict of Interest
No conflict of interest was declared.

Funky entered the meeting

2. New Business

- a. Presentation of the 2024 Draft Budget
Melissa shared the 2024 Draft Budget and corresponding budget notes. The Draft Budget will be submitted to the Regional Municipality of Wood Buffalo in September and go before Council for approval in November.
Motion to approve the 2024 Operating Budget including the transfer of \$54,000 from the internally restricted reserve for rural services made by Koteswara/Seconded by Shazia.
Carried
- b. Strategic Planning: September 20 and 24.
Barb Pedersen, strategic planning facilitator, will present the Community Engagement Report on September 20 to Board and leadership staff via Zoom. The regularly scheduled

Board Meeting will take place following the presentation. Based on conversations following the May strategic planning meeting, the session on September 24 will be a full day for both Board and staff. Melissa will email a revised invite reflecting the new times. September 23 is an all-day training session for the Board with Public Library Services Branch. Melissa will email an invite requesting the Board RSVP for the training to confirm numbers.

c. Statistics on May 31, 2023

Melissa shared progress on 2023 key performance indicators as of the end of May. The Board discussed an incentive for staff to hit the KPI goals, including small team-building rewards as individual targets are met and a \$25 gift card for each employee if all KPI goals are achieved by the end of 2023.

I left the meeting at 7:00pm.

Motion to approve up to \$2,000 from the operating reserve for employee rewards made by Shazia/Seconded by Martin.

Carried

3. Advocacy Roundtable

a. Draft Letter

The Board reviewed the Draft Letter for Mr. Tany Yao and Mr. Brian Jean congratulating them on the election results. Melissa will print the final version for Corinna to sign on behalf of the Board.

Melissa and Sheri, Community Engagement Manager, attended the launch of the YMM Magazine Indigenous Wood Buffalo edition on June 21, in celebration of National Indigenous Peoples Day. Corinna will accept the Pride YMM Leadership Award for Non-Profit Ally on behalf of WBRL at the Pride Festival on June 24.

4. Adjournment

Motion to adjourn at 7:18pm made by Koteswara/Seconded by Funky.

Carried