



**Meeting Minutes
City of Grande Prairie Library Board**

Tuesday, April 9, 2024
Testing Centre

Attendees

Present: H. McCullough (Director), D. Normington (Chair), E. Fisher, M. Erickson, S. Bossen, L. Kerkhof, D. Francis, S. Seitz, W. Pilat, D. Lemieux.

Regrets: L. Beaupre

Recording Secretary: H. McCullough

1. Call to order

1.1 Land Acknowledgement

Board Chair D. Normington calls the meeting to order at 5:31 p.m.
Land acknowledgement.

1.2 Approval of Absences

1.3 Approval of Agenda

Moved by E. Fisher. Seconded by W. Pilat. (24-020)

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the March 12th, 2024 Board Minutes

E. Fisher correction to minutes to indicate correct time of April meeting.

Moved by E. Fisher. Seconded by S. Bossen.

To approve the March meeting minutes as presented. (24-021)

CARRIED

2.2 Library Report

D. Normington confirms the consent agenda is adopted.

3. Items for Decision

3.1 Financial Statements

Moved by W. Pilat. Seconded by D. Francis.

That the Board approves the February balance sheets and income statements. (24-022)

CARRIED

3.2 Board Committee Reports

3.2.1 Finance Committee – Will be meeting at the end of April.

3.2.1.1 Signing Authority

Moved by E. Fisher. Seconded by S. Bossen.

Motion to approve that D. Francis be added as a signing authority for GPPL. (24-023)

CARRIED

3.2.2 HR Committee – Will be meeting at the end of May.

3.2.3 Planning Committee – S. Bossen informed the Board that the Committee met and are nearing completion of work around Board orientation. The Committee is looking forward to sharing their work in the next Board package and plan to work on editing the Advocacy Plan next.

3.2 Delegations (standing item)

There were no delegations present.

3.4 Policy – SECTION 2 - Administrative

Moved by D. Lemieux. Seconded by S. Seitz.

That the Board accepts Section 2 – Administrative policy as amended. (24-024)

CARRIED

4. Items for Discussion/Action

4.1 Report Board Hours

The Board reported hours for March 2024.

4.2 Board Retreat Action Items

The Board discussed updating the Board Retreat Action Items document within their respective committees.

4.3 Delegations Process

H. McCullough shared the newly created Delegations Request Form to help streamline the delegations process.

5. Items for Information

5.3 Sponsorship Letter – Sunday Hours

H. McCullough shared a sponsorship letter for funding the proposed additional Sunday hours. There Board discussed having enough funds from staffing turnover to adequately cover the costs of Security and Custodial for extended Sunday hours starting in June, with direction giving to continue seeking sponsorship for beyond 2024.

Moved by S. Bossen. Seconded by M. Erickson.

That GPPL expand their Sunday hours of service to 11:00 am to 5:00 pm. (24-025)

CARRIED

The Board accepts the other items for information as presented.

6. Other

6.1 News

No news.

7. In Camera Discussion (standing item)

The board did not meet in camera.

8. Next Meeting

May 14, 2024 at 5:30 pm in the Testing Centre at GPPL.

9. Adjournment

On motion of E. Fisher, the board adjourned at 6:10 p.m.

Minutes Approved:

Chairperson

Date