

Approved Minutes
Calgary Public Library Board
Central Library Boardroom 0-11
Tuesday, January 31, 2023
5:30 pm

In Attendance:

Board:

1. Sandy Gill (Chair)
2. Al-Karim Khimji
3. Andrew Rodych
4. Dana Saric
5. Sheeba Vijayan

Attending Remotely:

6. Haritha Devulapally
7. Evan Legate
8. Crystal Manyfingers

Regrets:

9. Councillor Jasmine Mian
10. Councillor Kourtney Penner

Administration:

1. Sarah Meilleur, *CEO*
2. Alexis Apps, *Senior Executive Assistant*
3. Tracy Johnson, *CEO, Calgary Public Library Foundation*
4. Mary Kapusta, *Director, Communications and Engagement (virtual)*
5. Paul Lane, *Director, Strategy and Planning*
6. Melissa Legacy, *Director, Visitor Experience (virtual)*
7. Amanda Robertson, *Executive Assistant*

Guests:

1. Elsa Gee, *CUPE Local 1169*
2. Terrill Budd, *CUPE Local 1169*
3. Jordan Carr, *SAIT Journalism*
4. Janille Delor Reyes, *SAIT Journalism*
5. Serenity Gutierrez, *SAIT Journalism*
6. Laura Harvat, *SAIT Journalism*
7. John Serafini, *Serafini Books*
8. Fernando Moreno-Prado
9. Olivia Pavel

1. Treaty 7 Opening

With gratitude, mutual respect, and reciprocity, Sandy Gill opened the meeting by acknowledging the ancestral home, culture, and oral teachings of the Treaty 7 signatories which includes the Siksika Nation, Piikani Nation, Kainai Nation, the Îethka Stoney Nakoda Nation, consisting of the Chiniki, Bearspaw, and Good Stoney Bands, and the people of the Tsuut'ina Nation. We also recognize the Métis people of Alberta Region 3 who call Treaty 7 their home.

At Calgary Public Library we celebrate stories: the stories of the community and the land that we live on. We serve the community on Wîcîspa, Guts'ists'l, and Moh'kinstsis, which describes the gathering place where the Bow and Elbow rivers meet. We respect all people who share, celebrate, and care for the Treaty 7 territory of southern Alberta and we honour the original caretakers of the land who remind us of the ongoing histories that precede us. We recognize our shared responsibilities going forward to help bring everyone together on this journey of Truth and Reconciliation.

2. Chair's Welcoming Remarks

Sandy Gill welcomed all members of the Board, Library Administration, and guests to the first meeting of the Calgary Public Library Board in 2023.

3. Review of Agenda

The Governance Committee requested the addition of Item 8.C. Urban Libraries Council Declaration of Democracy to discuss a recommendation to the Board.

MOVED by Sheeba Vijayan and seconded by Andrew Rodych that the Calgary Public Library Board approve the agenda for the January 31, 2023 meeting as amended.

Carried unanimously

4. Consent Agenda

MOVED by Dana Saric and seconded by Andrew Rodych that the Calgary Public Library Board approve the minutes of the November 23, 2022 meeting.

Carried unanimously

5. Business Arising

A. Business Arising from the Minutes

None.

6. Chair's Report

Sandy Gill thanked Library members, staff, volunteers, and Board members for their work in supporting Calgarians to realize their potential. The 2022 Year in Review released in January attests to the 750,000 active members, 4.9 million building visits, 12.5 million website visits, and over 16.3 million items circulated in the Library's digital and physical collections. Through these and other offerings, Calgary Public Library continues to demonstrate its reach and vital services for local communities.

7. Chief Executive Officer's Report

Sarah Meilleur presented highlights from the CEO's Report.

Meilleur reported that the Library saw many accomplishments in 2022, including a system re-launch, increased memberships, progress on Belonging as well as Truth and Reconciliation initiatives, and more books circulated than ever before in its history. The Library's relevance is higher than ever. Staff and volunteers are moving into 2023 with a new strategic plan, a strong, new budget, plans to build new community libraries, and a renewed sense of purpose.

On January 25, Meilleur and Board Chair Sandy Gill met with Minister of Municipal Affairs Rebecca Schulz and the leaders of other Alberta libraries at a forum held in Edmonton by the Public Libraries Service Branch. This was an opportunity to share the Library's work in supporting newcomers, early learners, job seekers, students, and teens with the Minister and her staff. Minister Schulz opened her remarks with stories about how much her family visits and loves their local Shawnessy Library location. Meilleur hopes that what Minister Schulz heard from library

leaders will result in strong support in the next provincial budget.

Throughout the Library system, staff are building capacity for programming, outreach, and connections to the community in a variety of ways through partnerships with other local organizations. Much of this partnership work had been more challenging over the years with pandemic-related disruptions and it is wonderful to see the Library is increasingly becoming a place for community connections through our work and through supporting partners.

In February, work will be focused on supporting and furthering intellectual freedom during Freedom to Read Week. This includes continuing to support programming such as Reading with Royalty that sometimes draws community criticism but is part of the Library's commitment to reflecting the entire community. The Library works closely with Calgary Pride to continue creating an environment where this donor-funded program can safely continue.

MOVED by Andrew Rodych and seconded by Sheeba Vijayan that the Chief Executive Officer's Report be received for information as presented.

Carried unanimously

Al-Karim Khimji joined the meeting at 5:50 pm.

8. Governance Committee

A. Report of the January 10, 2023 Governance Committee Meeting

Andrew Rodych presented the minutes of the January 10, 2023 Governance Committee meeting.

MOVED by Andrew Rodych and seconded by Al-Karim Khimji that the January 10, 2023 Governance Committee Report be received for information as presented.

Carried unanimously

B. Governance Committee Mandate

Andrew Rodych reviewed changes to the Governance Committee mandate as recommended by to the Board by the Governance Committee.

MOVED by Andrew Rodych and seconded by Haritha Devulapally that the proposed changes to the Governance Committee Mandate be approved by the Calgary Public Library Board as presented.

Carried unanimously

C. Urban Libraries Council Declaration of Democracy

Andrew Rodych reviewed the Governance Committee's recommendation that Calgary Public Library become a signatory of the Urban Libraries Council Declaration of Democracy.

MOVED by Andrew Rodych and seconded by Dana Saric that the Calgary Public Library Board approve the signing of the Urban Libraries Council Declaration of Democracy.

Carried unanimously

9. Strategy and Community Committee

A. Report of the January 11, 2023 Strategy and Community Committee Meeting

Al-Karim Khimji presented the minutes of the January 11, 2023 Strategy and Community Committee meeting.

MOVED by Sandy Gill and seconded by Dana Saric that the January 11, 2023 Strategy and Community Committee Report be received for information as presented.

Carried unanimously

B. Community Library Liaisons

Al-Karim Khimji reviewed the structure and desired outcomes from the Community Library Liaisons program pairing Board members with clusters of community library locations for the year. Khimji asked that all Board members send their preferred clusters to Administration before the February Strategy and Community Committee meeting during which the assignments will be finalized.

MOVED by Andrew Rodych and seconded by Sheeba Vijayan that the 2023 Community Library Liaisons program be approved by the Calgary Public Library Board as presented.

Carried unanimously

C. Board Retreat Recommendations

Al-Karim Khimji advised the Board that planning is underway for the Board retreat, which will now take place on Saturday, April 22, 2023. The agenda will follow the structure of the 2023 – 2026 Strategic Plan and will be held in different meeting spaces throughout Central Library.

D. Strategy and Community Committee Mandate

Al-Karim Khimji reviewed changes to the Strategy and Community Committee mandate as recommended by to the Board by the Strategy and Community Committee.

MOVED by Andrew Rodych and seconded by Dana Saric that the proposed changes to the Strategy and Community Committee Mandate be approved by the Calgary Public Library Board as presented.

Carried unanimously

E. Strategy and Community Committee Workplan and Board Calendar

Al-Karim Khimji advised the Board that the Strategy and Community Committee has recommended the removal of its March and May meetings from the Committee workplan and Board calendar in light of there being no strategic planning work required this year.

MOVED by Sandy Gill and seconded by Andrew Rodych that updated Strategy and Community Committee Workplan and Board Calendar be approved as presented.

Carried unanimously

10. Audit and Finance Committee

A. Report of the January 17, 2023 Audit and Finance Committee Meeting

Evan Legate presented the minutes of the January 17, 2023 Audit and Finance Committee meeting.

MOVED by Andrew Rodych and seconded by Dana Saric that the January 17, 2023 Audit and Finance Committee Report be received for information as presented.

Carried unanimously

B. Q4 2022 Risk Register Review

Evan Legate presented highlights from the Q4 2022 Risk Register Review.

MOVED by Andrew Rodych and seconded by Dana Saric that the Q4 2022 Risk Register Review be received for information as presented.

Carried unanimously

C. 2023 Budget Presentation and Revolving Demand Facility

Evan Legate presented the 2023 Budget Report, which included an update on the revolving demand credit facility.

MOVED by Evan Legate and seconded by Al-Karim Khimji that the 2023 Budget Report be received by the Calgary Public Library Board for information as presented.

Carried unanimously

MOVED by Haritha Devulapally and seconded by Al-Karim Khimji that the Calgary Public Library Board approve the \$4.5 million revolving demand facility as presented.

Carried unanimously

D. 2023 Operating Budget

Evan Legate presented the 2023 Operating Budget.

MOVED by Andrew Rodych and seconded by Al-Karim Khimji that the 2023 Operating Budget be approved as presented.

Carried unanimously

E. 2023 Lifecycle Workplan

Evan Legate presented the 2023 Lifecycle Workplan.

MOVED by Andrew Rodych and seconded by Crystal Manyfingers that the 2023 Lifecycle Workplan be approved as presented.

Carried unanimously

F. 2023 Operating Reserve

Evan Legate presented the 2023 Operating Reserve.

MOVED by Dana Saric and seconded by Al-Karim Khimji that the 2023 Operating Reserve Report be received for information as presented.

Carried unanimously

11. Calgary Public Library Foundation

A. Calgary Public Library Foundation Update

Tracy Johnson presented highlights from the Calgary Public Library Foundation report.

The Foundation raised over \$4 million in 2022, including \$90,000 raised at the November fundraising breakfast from a group of only 76 attendees. The Foundation has historically found its work to be most effective through in-person events and expects continued momentum going forward.

The second ever Lit Gala will be held on October 21, 2023. When it was first held in 2018, this event raised over \$750,000 for the Library.

The Foundation is participating in the Calgary Marathon, where participants can walk or run in support of the Library. The Foundation will host a booth at the end point in East Village.

The Bill Ptacek Fund started as a one-time commemorative gift, but donors have continued to contribute to this fund in an ongoing effort to honour his legacy and the relationships he built during his time at the Library.

MOVED by Sandy Gill and seconded by Andrew Rodych to receive the Calgary Public Library Foundation Report as presented.

Carried unanimously

12. Board Workplan Review

Sandy Gill presented the workplan for the Board's reference. No changes were requested.

MOVED by Andrew Rodych and seconded by Sheeba Vijayan to receive the Board Workplan for information as presented.

13. Other Business

None.

14. Adjournment

MOVED by Sandy Gill that the meeting be adjourned at 7:25 pm.

Transcribed by Amanda Robertson.

Sandy Gill
Board Chair