

Minutes  
**Calgary Public Library Board Meeting**  
Boardroom 0-11, Central Library  
Wednesday, December 5, 2018  
5:30 pm

**In Attendance:**

**Board**

Mr. Avnish Mehta, Chair  
Ms. Janet Hutchinson  
Ms. Debra Giles  
Mr. Rob Macaulay  
Mr. Andrew Rodych  
Ms. Shereen Samuels  
Ms. Jocelyn Phu

**Administration**

Mr. Bill Ptacek, Chief Executive Officer  
Mr. Mark Asberg, Director, Service Delivery  
Community Libraries and System Operations  
Ms. Jackie Flowers, Service Design Lead  
Ms. Mary Kapusta, Director, Communications  
Mr. Paul Lane, Director, Corporate Services  
Ms. Sarah Meilleur, Director, Service Delivery  
City Centre Community Libraries and New Central Library  
Ms. Ellen Humphrey, CEO, Calgary Public Library Foundation

**Regrets**

Councillor Evan Woolley  
Councillor Druh Farrell

**Guests:**

Mr. Isaac Elias

**I. Treaty 7 Opening and Chair's Opening Remarks**

We are gathered here today at a place called Moh'kinsstis, a Blackfoot word that means elbow. The word describes the landscape of what is now known as Calgary, an area where the Elbow River meets the Bow River. It is in the spirit of respect and truth that we honour and acknowledge Moh'kinsstis and recognize the traditional territories and oral practices of the Blackfoot people, the Nakoda people of the Stoney Nation, the Beaver people of the Tsuut'ina Nation, and the Métis Nation of Alberta, Region Three. This Library is one of 20 libraries across our city built on this traditional land. Finally, we acknowledge all people who make their homes in the Treaty 7 territory of Southern Alberta.

**II. Review of Agenda**

Item 9a Other Business: Change to Board Policy on Fees was amended to read Change to Board Policy on Membership Fees.

MOVED by Ms. Samuels, seconded by Ms. Hutchinson that the Calgary Public Library Board approve the Agenda for the December 5th 2018 Board Meeting as amended.

Carried Unanimously

**III. Consent Agenda**

An amendment was made to Item 4 of the Organizational Meeting Minutes to show that Mr. Mehta was added to the Governance Committee and as ex-officio on all committees.

MOVED by Mr. Macaulay, seconded by Ms. Giles that the Calgary Public Library Board approve the Consent Agenda, containing the following items:

- A. Minutes of the October 24, 2018 Board Meeting
- B. Minutes of the November 14, 2018 Organizational Meeting as amended

Carried Unanimously

#### **IV. Chair's Report**

Mr. Mehta formally thanked Ms. Hutchinson for her leadership and service to the Board as Chair. Ms. Hutchinson responded with her gratitude to the Board for their support. Mr. Mehta also formally welcomed Ms. Phu as the newest Board Member, Ms. Budd from CUPE and Mr. Elias as an observer.

Mr. Mehta's goals as Chair are to bring a diffused leadership model for the Board to grow together collectively and to partner and work collaboratively with other boards such as Calgary Board of Education (CBE).

#### **V. Business Arising**

##### **A. Business Arising from the Minutes**

There was no business arising from the Minutes.

##### **B. Advocacy Updates & ALTA Report**

Mr. Mehta reported that the reply from ALTA was distributed to the CPL Board. The Board unanimously agreed the response was not satisfactory as there was no clarity to support the continuation of CPL membership. However, it was unanimous that CPL Board will retain its membership and would revisit the matter next year. Ms. Phu volunteered and was embraced by all as the new CPL ALTA Representative.

##### **C. Acting Committee Chair Governance Committee**

Ms. Samuels stated that as past Chair of the Governance Committee, and with the Board's permission, she would continue to coordinate certain activities of the Governance Committee that need attention until a new Chair is elected in January. In particular, she would ensure that the Board annual self-evaluation survey was completed and distributed.

#### **VI. Chief Executive Officer's Report**

##### **A. Mr. Ptacek reported the following:**

- CPL received the Budget response from The City. CPL was awarded half of the inflationary increases requested.
- Community celebrations will be held on Saturday, December 8 at Country Hills and Village Square Libraries to celebrate the opening of the Country Hills Early Learning Centre and the Village Square Library renovation.
- The Story Truck visit 16-day homes and 7 Calgary Housing locations a week.

- The Staff Recognition event had over 300 staff attendees.
- CPL will host the Urban Library Council spring retreat in 2019.

## **B. Exciting Opportunity for Central Library Back of House Space**

Ms. Flowers presented a major partnership opportunity between the Library and Inception University. The planned partnership will include the development of a design studio in Central Library's third floor back of house space, in addition to public programming opportunities. Details on the lease and partnership agreement are still in process.

## **VII. NCL Update**

Ms. Meilleur and Ms. Kapusta presented the highlighted statistics as of November 26, 2018. The average daily attendance is approx. 5,000. In March, the Board will receive more comprehensive lessons learned report that encompasses both initial impressions and experiences, and a more thorough analysis of new patterns experienced beyond the opening month.

## **VIII. Calgary Public Library Foundation Updates**

### **A. Report on the November 20, 2018 CPL Foundation Board Meeting**

Ms. Giles gave the following updates:

- i. The Foundation Board extended the term for its Chair and Vice Chair to May 2019. A change in policy was in effect to allow for this extension.
- ii. A retreat in January 2019 will discuss the hiring of a new CEO and the Foundation's strategic plan in alignment to the CPL strategic plan.
- iii. The Board is actively recruiting replacements and additional members to increase the number of people on the Board. Names of candidates identified will be presented at the January meeting.

### **B. CPL Foundation Report**

Ms. Humphrey presented highlights and progress on the Add In. Donation through various campaigns and encouraged the Board and staff to shop at the CPL online store to support the Foundation.

## **IX. Other Business**

### **A. Change to Board Policy on Membership Fees**

Mr. Asberg brought forward the following request and updates:

- i. A change to the Library Board's Policy on Membership Fees to align with the 2016 Provincial government membership funding for services to Indigenous families.
- ii. Book Truck now serves patrons on the Tsuut'ina Nation which has seen an increase in membership.

MOVED by Mr. Rodych and seconded by Ms. Hutchinson, that the CPL Board approve the change with immediate effect to the Membership Policy titled “Fees for Issuance of Membership” to include persons living on First Nations and Métis Settlements in Alberta.

Carried unanimously

## **B. Board Self Evaluation Survey**

Ms. Samuels reminded everyone to complete the Board Survey before the Governance Committee meeting in January 2019.

## **C. Strategic Scorecard 2018 Q3 Update**

Mr. Lane gave a brief update on the current results of the strategic plan scorecard. Of the eight indicators, five are meeting or exceeding the scorecard target, whilst two are close to meeting their targets, and the remaining indicator will not meet its goal for 2018.

## **X. IN CAMERA ITEM**

MOTION to move in Camera was moved by Ms. Samuels and seconded by Mr. Rodych.

Carried Unanimously

MOTION to rise without reporting was moved by Mr. Macaulay and seconded by Ms. Phu.

Carried unanimously

## **XI. Adjournment**

Meeting was adjourned at 7.30pm

Transcribed by Dee Adekugbe

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Mr. Avnish Mehta  
Chair

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Mr. Bill Ptacek  
Chief Executive Officer