

Approved Minutes

Calgary Public Library Board
Online via Microsoft Teams
Wednesday, December 1, 2021
5:30 pm

In Attendance:

Board:

1. Sandy Gill (Chair)
2. Andrew Rodych (Vice-Chair)
3. Gayle Burnett
4. Haritha Devulapally
5. Evan Legate
6. Crystal Manyfingers
7. Councillor Jasmine Mian
8. Councillor Kourtney Penner
9. Jocelyn Phu
10. Sheeba Vijayan

Regrets:

None.

Administration:

1. Sarah Meilleur, *CEO*
2. Alexis Apps, *Senior Executive Assistant*
3. Tracy Johnson, *CEO, Calgary Public Library Foundation*
4. Mary Kapusta, *Director, Communications*
5. Paul Lane, *Director, Corporate Services*
6. Amanda Robertson, *Executive Assistant*
7. Heather Robertson, *Director, Service Design*
8. Shannon Slater, *Interim Director, Service Delivery*

Guest:

1. Elsa Gee, *CUPE Local 1169*
2. Terrill Budd, *CUPE Local 1169*
3. Lori Kerr, *City of Calgary*
4. One member of the public

1. Treaty 7 Opening

Sandy Gill respectfully opened the meeting by acknowledging Moh'kinsstis, the lands where the Elbow and Bow Rivers meet. In the spirit of Truth and Reconciliation, we recognize the ancestral territories, cultures, and oral practices of the Blackfoot people, the Iyârhe Nakoda Nation, the Beaver people of the Tsuut'ina Nation, and the Métis Nation of Alberta, Region 3. Calgary Public Library serves the community on this traditional land and we honor all people who share, celebrate, and steward the Treaty 7 territory of Southern Alberta. This Land Acknowledgement reminds us of the histories that precede us, highlights our responsibilities going forward, and helps bring us together on a shared journey of Truth and Reconciliation.

2. Chair's Opening Remarks

Sandy Gill welcomed all members of the Board, Library administration, and guests to the first meeting of the 2021-2022 Board year.

3. Review of Agenda

MOVED by Sandy Gill and seconded by Jocelyn Phu that the Calgary Public Library Board approve the agenda for the December 1, 2021 meeting.

Carried unanimously

4. Consent Agenda

MOVED by Haritha Devulapally and seconded by Crystal Manyfingers that the Calgary Public Library Board approve the minutes of the October 27, 2021 meeting and the November 24, 2021 Organizational meeting.

Carried unanimously

5. Business Arising

A. Business Arising from the Minutes

None.

B. Advocacy Updates

Sandy Gill advised that Library leadership has continued to meet with stakeholders at the City of Calgary, including newly elected City Council members. These conversations have been opportunities to highlight the Library's role in supporting the community during the pandemic as well as plans for the future.

At the Board Organizational meeting on November 24, 2021, the Board had agreed to decline the opportunity to appoint a representative to the Alberta Library Trustees Association (ALTA) Board at this time. The Board recognizes its long-standing relationship with ALTA and will revisit the possibility of allocating a representative at the next organizational meeting if mutually beneficial to both Boards. The Board thanks Jocelyn Phu for her dedication as a Calgary Public Library Board representative on the ALTA Board in recent years.

6. Chair's Report

Sandy Gill highlighted the year of change and new beginnings lying ahead for the Board, the organization, and the community. Board members have begun team building and have formed well-balanced committees to fulfill the Board's workplan, which will include strategic planning and policy development in 2022.

7. CEO's Report

Sarah Meilleur presented highlights from the CEO's Report.

First, that the Library is engaged in advocacy with the Public Library Services Branch (PLSB) and Alberta Health regarding restrictions on in-person Library services and opportunities to consider a hybrid model with the Restrictions Exemption Program being applied for in person adult programming and meeting room use. This would address the current equity issues with fee-based organizations resuming their in-person programming while the no-cost adult learning services at the Library are online, creating a significant barrier for access.

The Executive Leadership Team (ELT) is focused on advancing the Library's work in equity, diversity, and inclusion. Inclusion has been one of the Library's strategic pillars since the initiation

of the 2019 Strategic Plan and it has been prioritized through professional learning, the creation of an Employee Engagement Action Team, leadership involvement in the Urban Libraries Council's Anti-Racism Action Team, staff surveying, public programming, and other tactics. The Library looks forward to sharing an Equity, Diversity, and Inclusion commitment statement with staff to ensure they are centered in this important work.

The Library recently completed Accelerator Week, an annual, week-long event allowing staff to register for a variety of internal professional development opportunities. During Accelerator Week, the Library also celebrated Kudos Day. This year there were a record number of the peer-to-peer nominations that form the basis of the Kudos Awards. The Kudos Award winners have been recognized in a video promoted through the Library's social media accounts.

The last area highlighted was the Library's plans for 2022. As the final year in the current strategic plan, pillars will be realized through four strategic focus areas: pandemic response and economic recovery; supporting children and youth in filling educational gaps and fulfilling their desire to make a difference; building community resiliency through empathy, mental health, wellness, EDI, and Truth and Reconciliation; and planning for the future, both in the 2023-2026 Strategic Plan and regarding capital projects intended to serve growing communities.

The Library's Social Snacking campaign began in November and is a tactic to improve mental health, social connection, and a sense of community, one act of kindness at a time.

MOVED by Sandy Gill and seconded by Jocelyn Phu to receive the CEO's Report as presented.

Carried unanimously

8. Governance Committee

A. Orientation Process Review

Sandy Gill reviewed the steps remaining in the enhanced orientation process developed earlier in the year in response to feedback from new members that more structured supports are needed in the pandemic-era digital onboarding environment. Other members of the Board are also welcome to join these orientation sessions to share their perspectives, knowledge, and experience.

The monthly Board update will continue to be circulated via email by Administration and Board members are encouraged to share the news from these updates with their communities unless otherwise indicated.

9. Calgary Public Library Foundation

A. Calgary Public Library Foundation Update

Tracy Johnson advised that the busy season for charitable giving has begun with Giving Tuesday on November 30, 2021. The 2021 Charitable Gift Guide is available now for prospective and current donors to learn more about how their gifts will be used.

The deadline for Library Store orders to be filled before the holidays is December 15, 2021. The deadline to make a gift eligible for a 2021 tax receipt is December 31, 2021. November and

December are the busiest months for charitable giving and the Foundation looks forward to closing another successful year.

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

Carried unanimously

10. Other Business

None.

11. Adjournment

MOVED by Sandy Gill that the meeting be adjourned at 6:00 pm.

Transcribed by Amanda Robertson.

Sandy Gill
Board Chair