

Approved Minutes
Calgary Public Library Board
Central Library Room 0-13/0-14
Wednesday, September 27, 2023
5:30 pm

In Attendance:

Board:

- Andrew Rodych (Chair)
- Evan Legate
- Haritha Devulapally (Remote)
- Al-Karim Khimji (Remote)
- Crystal Manyfingers (Remote)
- Councillor Kourtney Penner (Remote)
- Sheeba Vijayan (Remote)

Regrets:

- Councillor Jasmine Mian
- Dana Saric

Administration:

- Sarah Meilleur, *CEO*
- Tracy Johnson, *CEO, Calgary Public Library Foundation*
- Mary Kapusta, *Director, Communications and Engagement*
- Paul Lane, *Director, Strategy and Planning*
- Melissa Legacy, *Director, Visitor Experience*
- Sara Lim, *Executive Assistant*
- Manjula Nanjappa, *Director, Technology*
- Amanda Robertson, *Executive Assistant*
- Heather Robertson, *Director, Service Design and Innovation*

- Terrill Budd, *CUPE Local 1169*
- Elsa Gee, *CUPE Local 1169*
- Lynn Adamson
- Scott Adamson
- Curtis Arnold
- Coreen Bannerholt
- Neil Beaubien
- Jeff Beamish
- Laura Black
- Karl Bresee
- Sonia Brooks
- Troy Cartwright
- Talia Casamayor
- Monica Fairley
- Matthew Hackney
- Steph Ing
- Audrey Kelly
- Aneel Khokar
- Birgit Krueger
- BJ Leong-Holloway
- Dr. Christine G. Lilge
- Denise Michaud
- Linda Nessel
- Michael Petch
- Melody Plummer
- Heather Schade
- Reanna Teske

Guests:

1. Treaty 7 Opening

With gratitude, mutual respect, and reciprocity, Evan Legate 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'I, 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

Andrew Rodych welcomed all members of the Board, Library Administration, and guests to the last meeting of the Board calendar for this year.

3. Review of Agenda

MOVED by Evan Legate and seconded by Al-Karim Khimji that the Calgary Public Library Board approve the agenda for the September 27, 2023 meeting as presented.

Carried unanimously

4. Consent Agenda

Andrew Rodych read the item listed under the consent agenda:

- A. To approve the minutes of the June 28, 2023 Board meeting

MOVED by Evan Legate and seconded by Haritha Devulapally that the Calgary Public Library Board approve the Consent Agenda as presented.

Carried unanimously

5. Business Arising

None.

6. Chair's Report

Andrew Rodych expressed gratitude to his peers on the Board and to Library Administration on the occasion of his last meeting as a member of the Board.

7. Chief Executive Officer's Report

Sarah Meilleur presented highlights from the CEO's Report.

At the June meeting of the Board, Administration was asked to review the format for the CEO Report to the Board. Administration advised that the report remains relevant in its current format as shared with the Board, staff, volunteers, and the public by: highlighting the diverse ways in which potentials are realized at the Library; celebrating the organization's successes; helping Board members connect with the work of the Library; supporting new Board members as they learn more about what it means to govern the organization; providing an overview of what happens at Library locations across the city to meet the diverse needs of different communities; and increasing the public profile of the Library. Administration remains open to

feedback from the Board about this report on an ongoing basis.

Meilleur advised that 2023 marked one of the busiest summers on record at the Library with over 1.73 million visits and high numbers of new memberships. Meilleur hosted several location tours with several Members of the Legislative Assembly. The tours and conversations centered the Library's role in the community and addressed provincial needs regarding per capita funding for libraries.

The Library hosted and participated in some wonderful celebrations this summer, including a large volunteer recognition breakfast, an entry in the Calgary Pride Parade, and a well-attended staff and family appreciation event at the Calgary Zoo. Outreach activity increased 15% over last summer. Ultimate Summer Challenge, the Library's largest annual program, saw high participation and engaging activations across the system. Early efforts to bring the Library to newer communities through the City as Library project have been well-received in those neighbourhoods and are already helping community members to build the Library into their routines and habits.

This year has presented the Library with some challenges as well. The impact and perception of safety and security challenges outside Central Library is being addressed through engagement with the City of Calgary as well as community partners in the neighbourhood. Library leadership has had productive discussions with partners about ways to mitigate the ongoing issues.

Meilleur shared programming and event highlights in the coming weeks, including National Day for Truth and Reconciliation on September 30, the Witness Blanket installation at Central Library, and Love Your Library Day on October 14.

Meilleur shared that at the Witness Blanket opening ceremony on August 14, Dr. Elder Miiksika'am Clarence Wolfleg surprised everyone gathered by gifting her with a Blackfoot name, Pookaiiyakii (boo-gay-ks-be-ya-gee), which translates to Children Dancing Woman.

MOVED by Evan Legate and seconded by Kourtney Penner that the Chief Executive Officer's Report be received by the Calgary Public Library Board for information as presented.

Carried unanimously

8. Governance Committee

A. Report of the September 5, 2023 Governance Committee Meeting

Andrew Rodych asked Haritha Devulapally to provide an update to the Board on the progress and current status of the 2023 Board recruitment campaign. Devulapally advised that steps undertaken with the recruitment firm have led to four candidates having been identified along with a reserve list. The Recruitment Committee will make official recommendations for candidate nominations during the in camera discussion following the regular business of the Board.

Rodych presented the minutes of the September 5, 2023 Governance Committee meeting.

MOVED by Evan Legate and seconded by Kourtney Penner that the September 5, 2023 Governance Committee Report be received by the Calgary Public Library Board for information as presented.

Carried unanimously

B. Intellectual Freedom Policy

After having reviewed the draft Intellectual Freedom Policy, the Board agreed to approve the draft as recommended by the Governance Committee and directed Administration to publish it on the Library website with the other Board policies.

MOVED by Evan Legate and seconded by Andrew Rodych that the Intellectual Freedom Policy be approved by the Calgary Public Library Board as presented.

Carried unanimously

9. Strategy and Community Committee

A. Report of the September 13, 2023 Strategy and Community Committee Meeting

Al-Karim Khimji presented the minutes of the September 13, 2023 Strategy and Community Committee meeting.

MOVED by Kourtney Penner and seconded by Sheeba Vijayan that the September 13, 2023 Strategy and Community Committee Report be received by the Calgary Public Library Board for information as presented.

Carried unanimously

B. Board Advocacy Priorities

The Board reviewed the Advocacy Priorities as proposed by the Strategy and Community Committee. Kourtney Penner recommended a discussion about how to express within the document the Board's role in facilitating the Library's relationships with elected officials.

The Board directed Administration to add an annual review of this document to the Board workplan.

MOVED by Andrew Rodych and seconded by Kourtney Penner that the Board Advocacy Priorities be approved by the Calgary Public Library Board as presented.

Carried unanimously

10. Audit and Finance Committee

A. Report of the July 18, 2023 Audit and Finance Committee Meeting

Evan Legate presented the minutes of the July 18, 2023 Audit and Finance Committee meeting.

MOVED by Crystal Manyfingers and seconded by Haritha Devulapally that the July 18, 2023 Audit and Finance Committee Report be received by the Calgary Public Library Board for information as presented.

Carried unanimously

B. Q2 2023 Risk Register

Evan Legate reviewed the Q2 2023 Risk Register.

MOVED by Crystal Manyfingers and seconded by Andrew Rodych that the Q2 2023 Risk Register be received by the Calgary Public Library Board for information as presented.

Carried unanimously

C. Q2 2023 Controller's Report and Financial Statements

Evan Legate reviewed the Controller's Report and Financial Statements.

MOVED by Andrew Rodych and seconded by Haritha Devulapally that the Q2 2023 Controller's Report and Financial Statements be received by the Calgary Public Library Board 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.

Engine 23 will be available to the public as soon as renovations are completed at Fish Creek Library. To support this work, donors are invited to participate in the "Buy a Brick" campaign and dedicate a space on the wall above Engine 23 in exchange for a donation of \$123.

The Library Store pop-up at Central Library has closed after raising \$20,000 for the Foundation. Johnson expressed gratitude to the volunteers who facilitated this effort through their shifts at the storefront.

Upcoming initiatives include a direct mail appeal for donations to enhance the Library's collections, the Lit Gala and online action in October, and a Locked Library escape room event taking place in November.

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

Carried unanimously

12. Board Workplan Review

Andrew Rodych presented the workplan for the Board's reference. No changes were requested.

13. Other Business

None.

14. Board Recognition

The Board recognized Andrew Rodych and Sheeba Vijayan for their years of dedicated service to the Library and the Board.

15. In Camera

MOVED by Al-Karim Khimji and seconded by Haritha Devulapally that the Calgary Public Library move in camera at 6:26 pm.

Carried unanimously

The Board dismissed all others from the meeting with the exception of Sarah Meilleur, Mary Kapusta, Paul Lane, Melissa Legacy, Sara Lim, Manjula Nanjappa, Heather Robertson, and Amanda Robertson.

At 6:35 pm, the Board dismissed all others from the meeting to resume the in camera discussion.

MOVED by Andrew Rodych and seconded by Evan Legate that the Calgary Public Library Board rise and report.

Report:

1. Information provided In Camera to the Calgary Public Library Board dated September 27, 2023, remain confidential under the Freedom of Information and Protection of Privacy Act; and further that the Calgary Public Library Board approve the recommendations of the ad hoc Board Recruitment Committee on Board appointment candidates and that these candidates be recommended to City Council for its appointment process.
2. Information provided In Camera to the Calgary Public Library Board dated September 27, 2023, regarding the Chief Executive Officer Performance Review remain confidential under the Freedom of Information and Protection of Privacy Act; and further that the matter be approved by the Calgary Public Library Board as presented.
3. Information provided In Camera to the Calgary Public Library Board dated September 27, 2023, regarding the personnel matter remain confidential under the Freedom of Information and Protection of Privacy Act; and further that the matter be approved by the Calgary Public Library Board as presented.

Carried unanimously

16. Adjournment

MOVED by Andrew Rodych that the meeting be adjourned at 7:15 pm.

Transcribed by Amanda Robertson.

Andrew Rodych
Board Chair