

**Approved Minutes**  
Calgary Public Library Board  
Online via Microsoft Teams  
Wednesday, June 22, 2022  
5:30 pm

**In Attendance:**

**Board:**

1. Sandy Gill (Chair)
2. Crystal Manyfingers
3. Councillor Jasmine Mian
4. Councillor Kourtney Penner
5. Andrew Rodych
6. Sheeba Vijayan

**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*
5. Paul Lane, *Director, Strategy and Planning*
6. Amanda Robertson, *Executive Assistant*
7. Heather Robertson, *Director, Service Design and Innovation*
8. Shannon Slater, *Interim Director, Visitor Experience*

**Regrets:**

7. Al-Karim Khimji
8. Evan Legate

**Guest:**

1. Elsa Gee, *CUPE Local 1169*
2. Terrill Budd, *CUPE Local 1169*
3. 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 Welcoming Remarks**

Sandy Gill welcomed all members of the Board, Library Administration, and guests to the meeting.

**3. Review of Agenda**

**MOVED** by Sandy Gill and seconded by Crystal Manyfingers that the Calgary Public Library Board approve the agenda for the June 22, 2022 meeting as presented.

Carried unanimously

#### **4. Consent Agenda**

**MOVED** by Sandy Gill and seconded by Andrew Rodych that the Calgary Public Library Board approve the minutes of the March 30, 2022 meeting.

Carried unanimously

#### **5. Business Arising**

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

None.

#### **6. Board Composition Update**

Sandy Gill announced the mid-term appointment of Board member Al-Karim Khimji as of April 2022. Khimji has been appointed to the Governance Committee as well as the Strategy and Community Committee.

As of April 2022, Evan Legate has assumed the position of Audit and Finance Committee Chair following Haritha Devulapally's approved leave of absence from the Board. Legate remains a member of the Strategy and Community Committee as well.

#### **7. Chair's Report**

Sandy Gill shared that as in-person events and programs increase, Board members should anticipate receiving an increasing number of invitations and are encouraged to attend when possible to represent the Library Board, connect with one another, and connect with the community the Library serves.

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

Sarah Meilleur presented highlights from the CEO's Report.

Meilleur advised that the community has been returning to the Library with significant growth seen in visitation numbers since in-person programming resumed in April. One day in June saw nearly 19,000 visits across the city. This was a milestone as the Library's pre-pandemic visitation averaged 20,000 visits per day.

In May, the Library received a very positive response after presenting the 2021 Civic Partner Report to City Council. The report was timely with many councillors receiving tours of the community libraries in their wards during Q1 and Q2 of this year. Later this summer, Library Management will share a capital planning report drawing from ongoing research into developing community needs related to public library space with both the Board and City Council.

Demand for room bookings and partnered events has been significant since in-person events

resumed in April. Central Library and Memorial Park have been particularly busy with community programming in their unique spaces.

Meilleur has been engaged to attend and speak at several Annual General Meetings and community partner events in recent weeks, including the Centre for Newcomers AGM and new facility opening, the Calgary Local Immigration Partnership (CLIP) World Refugee Day address by Tareq Hadhad, the Genesis Centre 10<sup>th</sup> Anniversary, as well as the Library Foundation's fundraising launch for the Signal Hill Library Outdoor Early Learning Centre.

Meilleur highlighted several events hosted by the Library in honour of National Indigenous History Month, including a mini powwow at Memorial Park Library as well as special programming held in partnership with Canada's Sports Hall of Fame to celebrate Indigenous sports heroes on National Indigenous Peoples Day.

The Library continues to move forward and will see a lot of activity with this year's Ultimate Summer Challenge, strategic plan finalization, and the imminent launch of Service Design's tactic-generating Innovation Engine.

**MOVED** by Andrew Rodych and seconded by Sandy Gill to receive the Chief Executive Officer's Report as presented.

Carried unanimously

## **9. Governance Committee**

### **A. Report of the April 6, 2022 Governance Committee Meeting**

Andrew Rodych presented the minutes of the April 6, 2022 Governance Committee meeting.

**MOVED** by Andrew Rodych and seconded by Jasmine Mian to receive the April 6, 2022 Governance Committee Report as presented.

Carried unanimously

### **B. Report of the May 12, 2022 Governance Committee Meeting**

Andrew Rodych presented the minutes of the May 12, 2022 Governance Committee meeting.

**MOVED** by Andrew Rodych and seconded by Sandy Gill to receive the May 12, 2022 Governance Committee Report as presented.

Carried unanimously

### **C. Report of the June 8, 2022 Governance Committee Meeting**

Andrew Rodych presented the minutes of the June 8, 2022 Governance Committee meeting.

**MOVED** by Andrew Rodych and seconded by Jasmine Mian to receive the June 8, 2022 Governance Committee Report as presented.

Carried unanimously

## **D. Board Governance Policy Revisions**

Andrew Rodych reviewed proposed changes to several Board policies as presented in the June 22, 2022 Board meeting package.

Revisions were made to: *Administrative Policies; Donations: Materials; Collections (formerly Signing Authority; Materials and Digital Resources: Selection and Access); Library Membership; Use of Library Materials; Use of Library Premises; Fees; Schedule A: Loan Limits and Loan Periods; and Public Access Network.*

**MOVED** by Jasmine Mian and seconded by Sheeba Vijayan to approve the Board Governance Policy revisions as presented.

Carried unanimously

## **E. Equity and Belonging Policy**

Andrew Rodych reviewed the process that the Governance Committee, supported by Administration, underwent in drafting and recommending a Board governance policy on Equity and Belonging. Of note, the Governance Committee renamed this policy draft, which was formerly recorded as the Equity, Diversity, and Inclusion policy.

**MOVED** by Andrew Rodych and seconded by Sandy Gill to approve the Equity and Belonging Policy as presented.

Carried unanimously

## **10. Strategy and Community Committee**

### **A. Report of the April 13, 2022 Strategy and Community Committee Meeting**

Crystal Manyfingers presented the minutes of the April 13, 2022 Strategy and Community Committee meeting.

**MOVED** by Crystal Manyfingers and seconded by Sheeba Vijayan to receive the April 13, 2022 Strategy and Community Committee Report as presented.

Carried unanimously

### **B. Report of the May 11, 2022 Strategy and Community Committee Meeting**

Crystal Manyfingers presented the minutes of the May 11, 2022 Strategy and Community Committee meeting.

**MOVED** by Crystal Manyfingers and seconded by Sheeba Vijayan to receive the May 11, 2022 Strategy and Community Committee Report as presented.

Carried unanimously

### **C. Report of the June 8, 2022 Strategy and Community Committee Meeting**

Crystal Manyfingers presented the minutes of the June 8, 2022 Strategy and Community Committee meeting.

**MOVED** by Crystal Manyfingers and seconded by Sheeba Vijayan to receive the June 8, 2022 Strategy and Community Committee Report as presented.

Carried unanimously

#### **D. Strategic Plan Development**

Paul Lane reviewed the process that the Strategy and Community Committee, supported by Administration, underwent in drafting proposed language for the Library's 2023-2026 Strategic Plan. The Board expressed strong support of the direction provided in this next strategic plan, which will position the Library to meet the community's needs through aims that are both inspiring and achievable. requested small revisions to the language included within the values of Equity and Collaboration.

Administration advised that a final version of the document will be released to the public and filed with the City of Calgary later in 2022.

**MOVED** by Sandy Gill and seconded by Jasmine Mian to approve the draft Vision, Mission, Values, and Priorities of the 2023-2026 Strategic Plan, subject to conforming revisions.

Carried unanimously

### **11. Audit and Finance Committee**

#### **A. Report of the April 26, 2022 Audit and Finance Committee Meeting**

Andrew Rodych presented the minutes of the April 26, 2022 Audit and Finance Committee meeting.

**MOVED** by Andrew Rodych and seconded by Crystal Manyfingers to receive the April 26, 2022 Audit and Finance Committee Report as presented.

Carried unanimously

#### **B. Q1 2022 Risk Register Review**

Andrew Rodych presented highlights from the Q1 2022 Risk Register Review.

**MOVED** by Andrew Rodych and seconded by Sheeba Vijayan to receive the Q1 2022 Risk Register Review as presented.

Carried unanimously

#### **C. Q1 2022 Controller's Report and Financial Review**

Andrew Rodych presented the Q1 2022 Controller's Report and Financial Review.

**MOVED** by Andrew Rodych and seconded by Sandy Gill to receive the Q1 2022 Controller's Report and Financial Review as presented.

Carried unanimously

## **12. Calgary Public Library Foundation**

### **A. Calgary Public Library Foundation Update**

Tracy Johnson presented highlights from the Calgary Public Library Foundation report. The Foundation held its Annual General Meeting in May. The 2021 Annual Report is available to the public for information.

In April 2022, the Foundation officially launched the Epilogue Society, their new legacy giving group. Donors with confirmed gifts to the Library in their will shall now be recognized with this special initiative.

This summer and fall will see the Foundation focus on fundraising for the Signal Hill Outdoor Early Learning Centre, which launched in May with a strong start.

**MOVED** by Sandy Gill and seconded by Crystal Manyfingers to receive the Calgary Public Library Foundation Report as presented.

Carried unanimously

## **13. Other Business**

Councillor Kourtney Penner requested an update from Administration regarding recent criticism of the Library's Reading with Royalty program. Administration had been made aware of possible plans to disrupt the program held in the afternoon of June 22, 2022 at Nicholls Family Library, though no such protest activities took place, and instead supporters of the program were in attendance. The Library and the Reading with Royalty program partner provided a coordinated, collaborative response that reflected the supportive working relationship shared by the two organizations. Other libraries across North America have also received criticism and sometimes protests for similar programs.

The Library strives to promote inclusive spaces for all patrons regardless of race, cultural background, sexual orientation, socioeconomic class, or any personal identifier. It is foundational to the principles of intellectual freedom, to which the Library steadfastly adheres, to provide platforms for respectful dialogue and exploration of ideas.

**14. Adjournment**

**MOVED** by Kourtney Penner that the meeting be adjourned at 7:05 pm.

Transcribed by Amanda Robertson.

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Sandy Gill  
Board Chair