

Approved Minutes

Calgary Public Library Board
Online via Microsoft Teams
Wednesday, March 30, 2022
5:30 pm

In Attendance:

Board:

1. Andrew Rodych (Vice-Chair)
2. Haritha Devulapally
3. Evan Legate
4. Crystal Manyfingers
5. Sheeba Vijayan

Regrets:

6. Sandy Gill (Chair)
7. Councillor Jasmine Mian
8. 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*
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*

Guest:

1. Elsa Gee, *CUPE Local 1169*
2. Mike Mathyk, *CUPE Local 1169*
3. Terrill Budd, *CUPE Local 1169*

1. Treaty 7 Opening

Evan Legate 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 Stoney 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

In the Board Chair's absence, Board Vice-Chair Andrew Rodych welcomed all members of the Board, Library Administration, and guests to the meeting.

3. Review of Agenda

Recognizing that attendance was just at quorum, Andrew Rodych suggested moving the most time-sensitive discussion items up in the agenda with the Audit and Finance Committee reports being presented immediately following Business Arising.

MOVED by Andrew Rodych and seconded by Haritha Devulapally that the Calgary Public Library Board approve the amended agenda for the March 30, 2022 meeting as proposed.

Carried unanimously

4. Consent Agenda

MOVED by Sheeba Vijayan and seconded by Evan Legate that the Calgary Public Library Board approve the minutes of the January 26, 2022 meeting.

Carried unanimously

5. Business Arising

A. Business Arising from the Minutes

None.

6. Audit and Finance Committee

A. Report of the March 22, 2022 Audit and Finance Committee Meeting

Haritha Devulapally presented the minutes of the March 22, 2022 Audit and Finance Committee meeting and announced that she will begin a leave of absence on April 15, 2022. At that time, Evan Legate will assume the position of Audit and Finance Committee Chair for the remainder of the year.

MOVED by Evan Legate and seconded by Andrew Rodych to receive the March 22, 2022 Audit and Finance Committee Report as presented.

Carried unanimously

B. Controller's Report for the Year Ended December 31, 2021

Haritha Devulapally presented the Controller's Report for the Year Ended December 31, 2021.

MOVED by Andrew Rodych and seconded by Evan Legate to receive the Controller's Report for the Year Ended December 31, 2021 as presented.

Carried unanimously

C. Audit Report and Audited Financial Statements for the Year Ended December 31, 2021

Haritha Devulapally reviewed the Audit Report and Audited Financial Statements for the Year Ended December 31, 2021.

MOVED by Crystal Manyfingers and seconded by Andrew Rodych to receive the Audit Report

for the Year Ended December 31, 2021 for information as presented.

Carried unanimously

MOVED by Crystal Manyfingers and seconded by Andrew Rodych to approve the Audited Financial Statements for the Year Ended December 31, 2021 as presented.

Carried unanimously

7. Chair's Report

Andrew Rodych advised that Jocelyn Phu resigned from the Calgary Public Library Board earlier in the week. A. Rodych expressed gratitude to J. Phu for her dedicated service to the Library during her time on the Board.

8. Chief Executive Officer's Report

Sarah Meilleur presented highlights from the CEO's Report.

The removal of public health restrictions in relation to the global pandemic has allowed the Library to enact a steady, measured expansion of its in-person services, including in-person programming. The community has shown a positive response with a high level of engagement on social media showing a particular demand for early literacy programming, such as Baby Rhyme Time. Last week saw over 16,000 visits across the system in one day, which is approaching pre-pandemic visitation of 20,000 visits per day.

The annual Civic Partner Audit Report has been submitted to the City. With tonight's approval of the Audited Financial Statements, those will be shared with the City as well and Library Administration may turn its attention to preparing the annual Civic Partner Report. This report is due to the City later in April and will be followed by a presentation to Council in May. Administration has also received information from the City about the first budget submission request for the upcoming budget cycle, due to the City in April as well. Today, the City shared their priorities for the next budget cycle: Economic Resilience, Social Resilience, and Climate Resilience. These pillars are aligned with the existing work of the Library and will be kept in mind as the Board and Library Leadership continue developing the next strategic plan.

Some Library staff members participated virtually in the Public Library Association (PLA) Conference last week. Key topics addressed at the conference highlighted areas upon which the Library has also been focused in recent months and years: intellectual freedom; safety and security; and equity, diversity, and inclusion. The chief executive officers and senior Indigenous services staff from both Calgary Public Library and Edmonton Public Library delivered a virtual presentation to conference attendees on the topic of Truth and Reconciliation. The presentation shared the approaches, programs, and services each system has developed in their own journeys towards Truth and Reconciliation. This highlighted the similarities and differences between the two institutions' experiences, which provided an opportunity for both the presenters and audience members to see the importance of local context and working with the distinct Indigenous communities in one's area.

The Library is focused on professional learning opportunities for staff. In the upcoming months, this will feature training for all staff on the Library's Visitor Experience Principles in order to prepare

for the shifting demand for in-person services.

S. Meilleur has been asked to deliver a keynote speech at the Calgary Economic Development Report to the Community. This demonstrates the Library's foundational role in the community as it works with local organizations to build the resilient city we wish to see in the future.

MOVED by Haritha Devulapally and seconded by Sheeba Vijayan to receive the Chief Executive Officer's Report as presented.

Carried unanimously

9. Governance Committee

A. Report of the February 2, 2022 Governance Committee Meeting

Andrew Rodych presented the minutes of the February 2, 2022 Governance Committee meeting.

MOVED by Evan Legate and seconded by Sheeba Vijayan to receive the February 2, 2022 Governance Committee Report as presented.

Carried unanimously

B. Report of the March 2, 2022 Governance Committee Meeting

Andrew Rodych presented the minutes of the March 2, 2022 Governance Committee meeting. An ad hoc Recruitment Committee was struck at the meeting with its membership comprising of Evan Legate, Crystal Manyfingers, and Jocelyn Phu. With J. Phu's resignation since that meeting, A. Rodych has agreed to join the ad hoc Recruitment Committee until the completion of their mandate.

MOVED by Haritha Devulapally and seconded by Crystal Manyfingers to receive the March 2, 2022 Governance Committee Report as presented.

Carried unanimously

10. Strategy and Community Committee

A. Report of the February 9, 2022 Strategy and Community Committee Meeting

Crystal Manyfingers presented the minutes of the February 9, 2022 Strategy and Community Committee meeting.

MOVED by Evan Legate and seconded by Sheeba Vijayan to receive the February 9, 2022 Strategy and Community Committee Report as presented.

Carried unanimously

B. Report of the March 9, 2022 Strategy and Community Committee Meeting

Crystal Manyfingers presented the minutes of the March 9, 2022 Strategy and Community Committee meeting.

MOVED by Andrew Rodych and seconded by Sheeba Vijayan to receive the March 9, 2022 Strategy and Community Committee Report as presented.

Carried unanimously

11. Calgary Public Library Foundation

A. Calgary Public Library Foundation Update

Tracy Johnson presented the Calgary Public Library Foundation report. In March, the Library launched Button's Buttons, a campaign intended to promote kindness and community spirit through the distribution of buttons in community library locations around the city.

The Foundation's first appeal for the Free.Period. campaign was well-received and further fundraising work will continue for that initiative in the future.

The public 50/50 raffle will be drawn on March 31, 2022.

The Foundation's Annual General Meeting will be held on May 17, 2022 and Calgary Public Library Board members will receive invitations to attend.

Andrew Rodych advised that the Governance Committee will decide on an approach for addressing the gap left on the Foundation Board after Jocelyn Phu's resignation.

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

Carried unanimously

12. Other Business

None.

13. Adjournment

MOVED by Crystal Manyfingers that the meeting be adjourned at 6:25 pm.

Transcribed by Amanda Robertson.

Andrew Rodych
Board Vice-Chair