

Approved Minutes
Calgary Public Library Board
Online via Microsoft Teams
Wednesday, November 23, 2022
5:30 pm

In Attendance:

Board:

1. Sandy Gill (Chair)
2. Al-Karim Khimji
3. Evan Legate
4. Crystal Manyfingers
5. Andrew Rodych
6. Dana Saric
7. 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. Melissa Legacy, *Director, Visitor Experience*
7. Amanda Robertson, *Executive Assistant*
8. Heather Robertson, *Director, Service Design and Innovation*

Regrets:

8. Councillor Jasmine Mian
9. Councillor Kourtney Penner

Guest:

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

1. Treaty 7 Opening

With gratitude, mutual respect, and reciprocity, Sandy Gill 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'l, 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

Sandy Gill welcomed all members of the Board, Library Administration, and guests to the first meeting of the 2022 – 2023 Board term. She introduced new Board member Dana Saric and congratulated Board member Haritha Devulapally on her re-appointment for a second term. Sandy Gill thanked the Board for nominating her for re-appointment for a second term and for electing her as Chair for a second time.

3. Review of Agenda

MOVED by Sandy Gill and seconded by Andrew Rodych that the Calgary Public Library Board approve the agenda for the November 23, 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 September 28, 2022 meeting and the November 9, 2022 Organizational meeting.

Carried unanimously

5. Business Arising

A. Business Arising from the Minutes

None.

6. Chair's Report

For part of the week prior to this meeting, Sandy Gill and members of the Calgary Public Library Executive Leadership Team attended a forum hosted in Washington, DC by the Urban Libraries Council (the "ULC"). Sessions in the forum focused on the role of libraries in civic engagement and participants shared their challenges and innovations from across North America. Sandy Gill also noted the high level of interest from other members of the ULC in the innovative work the Calgary Public Library is doing. After the inspiring conversations and learnings from this forum, Sandy Gill expressed her continued enthusiasm for implementing the Library's new strategic plan in 2023.

7. Chief Executive Officer's Report

Sarah Meilleur welcomed new and returning Board members, then presented highlights from the CEO's Report.

Meilleur reported that the 2023 – 2026 Strategic Plan, *Everyone Belongs at the Library*, had been well-received so far by staff, patrons, and community partners. New ideas have already been coming forward from internal and external sources as people begin finding inspiration in the new strategic plan.

On October 15, the Library began its celebration of 110 years providing services to Calgarians with the return of Love Your Library Day. The celebrations that day were well-attended and began ten weeks of special programming and events.

On Monday, November 21, Meilleur presented the Library's four-year budget proposal to City Council. What was presented for this budget cycle supports much of what the Library wishes to achieve and reflects the Library's growth tied to increasing community need. City Administration

and Council have expressed their understanding of the Library's importance to the community. This budget included several capital projects, including a replacement facility for the aging Louise Riley location. More information about this and other capital requests will become available as Council continues to assess need from the Library and other civic partners in the inner city as well as in newer residential developments.

Calgary Public Library recently collaborated with Edmonton Public Library on a letter of welcome to the Honourable Rebecca Schulz, Minister of Municipal Affairs. The letter outlined urban libraries' roles in the community and advocated for funding levels to increase according to population growth. Meilleur will invite Minister Schulz to tour Central Library and discuss the role the Province of Alberta has in providing equitable library services in urban and rural areas.

This week, the Library introduced a new land acknowledgment developed under guidance from the Library's Elders Guidance Circle and in consultation with the Library's Truth and Reconciliation Stewardship Group. The land acknowledgment is accompanied by [resources](#) for staff and the public, such as a children's land acknowledgment video and a pronunciation guide.

Library representatives who attended the Urban Libraries Council forum in Washington were inspired by speakers addressing a wide range of topics with a focus on the role of libraries in a strong democracy, as well as what that means for workers on the front lines of debates over intellectual freedom. A highlight was speaking with Tommi Laitio, Bloomberg Public Innovation Fellow of the Bloomberg Center for Public Innovation at Johns Hopkins. Laitio is researching libraries and partnerships and expressed interest in visiting Calgary Public Library to learn about how the Library's value of collaboration has an impact on the community.

The Library's efforts to connect with educators have been garnering positive feedback. A recent letter from a school in Calgary expressed gratitude to the Library for the book talks provided by staff to grade 9 students in the 2021 – 2022 school year. A teacher took the time to measure the impact of these book talks and learned that outside of the grade 9 students in the program, only 44% of students feel they have access to interesting books. In contrast, 68% of the students in the program felt they had access to such materials. At the beginning of the year, grade 9 students read for an average of 24 minutes per week with only 35% of the students reporting daily reading. By June, students reported reading an average of over 60 minutes per week with 55% of the students reporting daily reading. Providing these facilitated book talks made students feel connected and empowered to access community resources they find interesting.

MOVED by Crystal Manyfingers and seconded by Andrew Rodych that the Chief Executive Officer's Report be received for information as presented.

Carried unanimously

8. Governance Committee

A. Report of the October 5, 2022 Governance Committee Meeting

Andrew Rodych presented the minutes of the October 5, 2022 Governance Committee meeting. Rodych advised that the Governance Committee worked extensively on updates to the Board Skills Matrix in 2022 and will present a draft to the Board for approval in January.

MOVED by Andrew Rodych and seconded by Al-Karim Khimji that the October 5, 2022 Governance Committee Report be received for information as presented.

Carried unanimously

B. Annual Board Workplan

Andrew Rodych introduced an annual Board workplan to act as a supporting document and provide a high level overview to the Board on its milestones at each meeting.

MOVED by Andrew Rodych and seconded by Al-Karim Khimji that the Annual Board Workplan be adopted by the Calgary Public Library Board as presented.

Carried unanimously

C. Board Member Leave of Absence

Andrew Rodych presented the results of a recent Urgent Motion, which was entered into the Calgary Public Library Board minute book on November 17, 2022:

MOVED by Sandy Gill, seconded by Andrew Rodych, that Haritha Devulapally be granted a leave of absence beginning November 1, 2022, with a return to active Board duties on a date to be mutually agreed upon in 2023, and to be no later than October 31, 2023.

Approved: 8
Motion carried

9. Strategy and Community Committee

A. Report of the October 12, 2022 Strategy and Community Committee Meeting

Al-Karim Khimji presented the minutes of the October 12, 2022 Strategy and Community Committee meeting.

MOVED by Sheeba Vijayan and seconded by Crystal Manyfingers that the October 12, 2022 Strategy and Community Committee Report be received for information as presented.

Carried unanimously

10. Audit and Finance Committee

A. Report of the October 19, 2022 Audit and Finance Committee Meeting

Evan Legate presented the minutes of the October 19, 2022 Audit and Finance Committee meeting.

MOVED by Evan Legate and seconded by Sheeba Vijayan that the October 19, 2022 Audit and Finance Committee Report be received for information as presented.

Carried unanimously

B. Q3 2022 Risk Register Review

Evan Legate presented highlights from the Q3 2022 Risk Register Review.

MOVED by Evan Legate and seconded by Crystal Manyfingers that the Q3 2022 Risk Register Review be received for information as presented.

Carried unanimously

C. Q3 2022 Controller's Report and Financial Review

Evan Legate presented the Q3 2022 Controller's Report and Financial Review.

MOVED by Evan Legate and seconded by Al-Karim Khimji to receive the Q3 2022 Controller's Report and Financial Review 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.

There have been changes to donor behaviour in recent months, with about 54% of Canadians decreasing their giving this year. Within this context, the Foundation is moving into the busiest time of year for charitable giving. This year, a donor will be matching up to \$100,000 in donations to the Calgary Public Library Foundation until December 31, 2022.

On November 29, the Foundation will be hosting a fundraising breakfast and launching the annual charitable giving guide to better help donors understand the impact of potential gifts.

The Library Store also has new products available for holiday shopping, including candles, jewelry, clothing, and more.

MOVED by Evan Legate and seconded by Sheeba Vijayan to receive the Calgary Public Library Foundation Report as presented.

Carried unanimously

12. Other Business

None.

13. In Camera

MOVED by Al-Karim Khimji and seconded by Dana Saric that the Calgary Public Library Board move In Camera at 6:31 pm.

Carried unanimously

MOVED by Sandy Gill and seconded by Al-Karim Khimji that the Calgary Public Library Board rise and report.

Report:

1. The Calgary Public Library Board approve the creation of an ad hoc committee comprised of the Chair, Vice-Chair, and a third Board member with relevant expertise (Sheeba Vijayan) to hear and consider a matter that has been referred to the Board.

Carried unanimously

14. Adjournment

MOVED by Sandy Gill that the meeting be adjourned at 6:45 pm.

Transcribed by Amanda Robertson.

Sandy Gill
Board Chair