

## SPRUCE GROVE LIBRARY BOARD MEETING

### *The City of Spruce Grove Library Board Meeting*

April 16, 2019 7:00 p.m.  
Spruce Grove Public Library

#### **Trustees Present:**

Grant Crawford                      Tom Slater                      Lori Porter                      Adam McArthur                      Wayne Rothe

**Regrets:** Jan Gillett; Reid MacDonald; Anthony (Tony) Zeglen; Michelle Thiebaud-Gruhlke

**Absent:** Rudy Zacharias

**Also Present:** Tammy Svenningsen, Director; Tiffany Gamboa, Board Secretary

#### 1. Call the Meeting to Order

G. Crawford called the meeting to order at 7:03p.m.

Note: Quorum was not met. The following information is a record of Board discussion.

#### 2. Introduction of Guests.

No guests attended the Board Meeting.

#### 3. Approval of Minutes March 19, 2019

Minutes were not approved or amended as there was no quorum.

#### 4. Approval of Agenda

The following amendments were made to the agenda:

- G. Crawford removed items 5.1- 5.3 from the agenda as there were no documents or representation of the committee to speak on these items.
- G. Crawford added the update from the April 11 Space Renovation Meeting as agenda item 5.5
- G. Crawford also added the update from the April 15 Budget Meeting as agenda item 5.6

#### 5. Business Action Items

5.1 Policy and HR Director's Performance Management Framework

Item was removed from the agenda.

5.2 Policy and HR Revised Grievance and Dispute Resolution Protocol

Item was removed from the agenda.

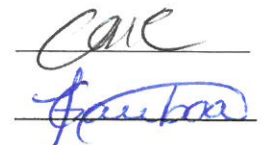
5.3 Policy and HR Terms of Reference

Item was removed from the agenda.

5.4 Board Meeting Dates

T. Slater introduced revised meeting dates to ensure quorum is met and our City Council Trustees can attend each forthcoming meeting. The Board was in support and made the following recommendations:

- Update Board Policy Handbook to state that when a Board meeting falls on the Tuesday following a long weekend, the meeting will be moved to the Wednesday of the same week.
- "Meeting Date Changes" should be added to the agenda at the January organizational meeting so that there is advance notice.
- That the draft changes to the Board Policy will come to the board at the May 21, 2019 Board Meeting for board approval.



5.5 April 11, 2019 Space Renovation Meeting

T. Svenningsen updated the Board regarding the space renovation meeting she had with the City on April 11. She communicated the options City Administration presented at the meeting, but there is no way forward until these options are discussed with City Council. T. Svenningsen requested Board direction on what SGPL's priorities should be in regard to the renovation. It was determined that the priorities should reflect the direction given in the 2017 Needs Assessment.

5.6 April 15, 2019 Budget Meeting- Confidential

A. MacArthur reported the outcomes from the budget meeting with the City of Spruce Grove on April 15 and communicated the City's questions about how SGPL reached the amortization number. SGPL's accountant will provide that information to the City CFO. A. McArthur also communicated that City Administration does support all organizations but could not support SGPL's budget ask unless Council echo's the library's needs. The Library will present the budget ask in August allowing time for City to adjust the budget allocation per Council direction. The focus of this presentation will be economic impact and meeting the essential services as per provincial best practices; the Finance Committee will focus on governance and financial impact while staff provide public testimonials of the value of libraries in their lives and community. The Finance Committee is going to continue to pursue the budget ask that will allow SGPL to meet essential services standard as per the province's best practices. Administration will also continue to work with the return of investment project to show the economic impact the library has in the community.

6. In-Camera

There was no in-camera discussion.

7. Business Arising from In-Camera (If any):

No motions arising from In-Camera.


8. Around the Table

T. Gamboa requested the trustee send their RSVP's for the Council Dinner.

Motion to Adjourn

G. Crawford called the meeting to an end at 8:24pm


Next Meeting Date is May 21, 2019

SIGNED:   
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Grant Crawford, Board Chair

DATED: 2019-05-22

SIGNED:   
\_\_\_\_\_  
Tiffany Gamboa, Board Secretary

DATED: 2019.05.22

  
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