

CITY OF SPRUCE GROVE LIBRARY BOARD MEETING

March 15, 2022, 7:00 p.m.
Spruce Grove Public Library
MINUTES

Trustees Present:

Adam McArthur Grant Crawford Wing Witharana Lori Porter Dave Oldham Erin Stevenson
Susanne Chaffey Sharon Shuya Rudy Zacharias (arrived 7:04pm) Terry Mack (departed 7:54pm)

Also Present: Leanne Myggland-Carter, Director and Acting Board Secretary; Yellowhead Regional Library (YRL) Representatives Board Chair Hendrik (Hank Smit), Board Member Wayne Rothe, Director Karla Palichuk, Deputy Director Wendy Sears-Ilnicki

Regrets: Tiffany Gamboa, Board Secretary

1. Call Meeting to Order

A. McArthur called the meeting to order at 7:02pm; S. Chaffey read SGPL's Treaty 6 Land Acknowledgement.

2. Introduction of Guests

A. McArthur introduced Hank Smit (via Zoom), Wayne Rothe, Karla Palichuk, and Wendy Sears-Ilnicki.

3. Approval of Agenda

S. Shuya requested that financial report 3.1.3 in the consent agenda be added to meeting agenda item 5.2 for discussion.

028L-22 S. Shuya MOVED that the agenda be approved as amended.

CARRIED

4. Approval of Minutes of February 15, 2022 Meeting

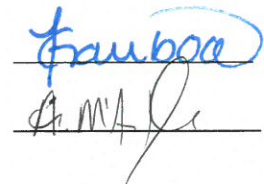
029L-2022 G. Crawford MOVED that the February 15, 2022, meeting minutes be approved as amended with correction of "W. Witharana read" in the Treaty 6 Land Acknowledgement statement.

CARRIED

5. Business Action Items

5.1 YRL Presentation

K. Palichuk and H. Smit presented an informative PowerPoint that reviewed the structure, governance, purpose, and benefits SGPL receive as a YRL member. W. Rothe contributed perspective as a YRL Board member and W. Sears-Ilnicki provided details about administration, collections and resource sharing, and library development and technology services. Trustees learned that SGPL's receives a total of 3.19 million dollars in total financial benefits while the City of Spruce Grove receives a return on investment of \$20 for every \$1 they spend. During the presentation, W. Sears-Ilnicki referred to this [online video](#) that provides additional information about services at more depth. A. McArthur expressed the Board's appreciation for YRL's member services, time, and presentation.


Tiffany Gamboa

5.2 Finance

W. Witharana invited L. Myggland-Carter to present the draft 2023 SGPL revenue and expense budget within the SGPL 2023-2025 Finance Plan. L. Myggland-Carter reviewed each line item and highlighted additions, deletions, and changes with respect to government funding, flat values, long-term pandemic impacts, professional development opportunities, current capital purchases, and long-term asset planning. L. Myggland-Carter answered questions about extended loan fees, donations, and eBook purchases; additionally, discussion centred around collection development opportunities and long-term asset planning that involves a submission of a business case to the City of Spruce Grove for their consideration.

029L-22 W. Witharana MOVED that the City of Spruce Grove Library Board approve the 2023-2025 3-year budget proposal as presented.

CARRIED

030L-22 W. Witharana MOVED that the City of Spruce Grove Library Board direct the Director of Library Services to send a Municipal Funding Business Case Letter to City Administration.

CARRIED

S. Shuya asked for clarification of consent agenda item 3.1.3.(c) *Grant and Fundraising Summary YTD* with respect to SGPL's donation history with a specific request for past performance indicators to better understand the expectations and impacts of Library Giving Day, Canada Helps Giving Challenge, and Giving Tuesday. In response, L. Porter reported on the current position of the Advocacy Committee and its fundraising responsibilities and emphasized the importance of Advocacy and Finance coordinating their efforts in cooperation with library administration and operations.

5.3 Advocacy – 2022 Work Plan

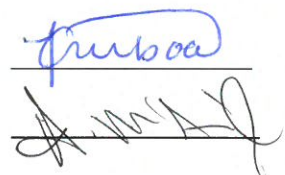
L. Porter presented the 2022 Advocacy Work Plan that includes preparation for the development of a 2024-2026 SGPL Plan of Service; virtual fundraising events; and the importance of defining advocacy and marketing at the same time as identifying roles and responsibilities of the Board and the Library, respectively. Additionally, Trustees discussed the Family Fair that will take place July 22-24, 2022, in partnership with the Rotary Club of Spruce Grove; this will be the Library's major fundraising event this year and requires participation by the Board.

6. In-Camera

There were no in-camera items.

7. Business Arising from In-camera

There was no business arising from in-camera.



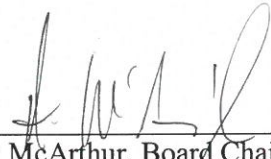
8. Around the Table

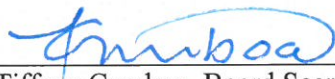
9. Motion to Adjourn

031L-22 R. Zacharias moved to adjourn at 9:21pm.

CARRIED

Next Meeting Date **Wednesday, April 20, 2022**

SIGNED:  DATED: April 20/22
Adam McArthur, Board Chair

SIGNED:  DATED: April 20, 2022
Tiffany Gamboa, Board Secretary

