



## MINUTES OF MEETING JANUARY 17, 2024

Present: Brenda Spitzer, Milene Albers, Rokus Broere, Claire Callbeck, Kelly Eros, Laurie Haak, Councillor Harold Pawlechko, Anne-Marie Stecyk

Regrets: Dawn Horne

Guests: Dr. Margaret Law

Staff: Laina Kelly

1. The Chair called the meeting to order at 6:56 p.m.
  - a. Land Acknowledgment and Statement of vision and mission of SPPL
  - b. Introductions – new director, Laina Kelly
  - c. Brenda Spitzer requested that all board members bring their copy of the Plan of Service to every board meeting.
2. The Chair declared the agenda adopted with the following additions:
  - a. Move "Items for Discussion" under "Items for Decision"
  - b. To Items for Decision, add item c: New Trustee Interview Working Group
3. The Chair declared the previous meeting's minutes adopted with the following additions:
  - a. Change Carla Iachelli from "guest" to "staff"
4. Election of Board Chair

Claire Callbeck nominated Brenda Spitzer.  
Brenda accepted the nomination and was acclaimed as Chair.
5. Election of Vice-Chair

Brenda Spitzer nominated Claire Callbeck  
Claire accepted the nomination and was acclaimed as Vice-Chair.
6. Election of Treasurer

Claire Callbeck nominated Dawn Horne, who had sent her acceptance of the nomination via email prior to the meeting.  
Dawn Horne was acclaimed as Treasurer.
7. Trustee Training – Finances

Dr. Margaret Law provided a breakdown of SPPL's major funding sources (Municipality, PLSB and County) and provided information about working with funders and the board's responsibility in reviewing and reporting finances.



8. Items for decision

a. Appointing new director

Moved that Laina Kelly be appointed as Director of Stony Plain Public Library

Moved by: Laurie Haak

CARRIED

b. Signing Authority

Moved that Laina Kelly, as Director of Stony Plain Public Library, be given signing authority for the library's financial accounts.

Moved by: Milene Albers

CARRIED

c. New Trustee Interview Working Group

Moved that Claire Callbeck, Milene Albers and Rokus Broere form a temporary working group to interview a new trustee candidate referred by the Town and report back to the board at the February meeting.

Moved by: Laurie Haak

CARRIED

d. Policy Review

i. Confidentiality of User Records

Moved that the Confidentiality of User Records Policy be adopted as amended.

Moved by: Kelly Eros

CARRIED

ii. Trustee Orientation and Training Policy

Moved that the Trustee Orientation and Training Policy be adopted as presented.

Moved by: Claire Callbeck

CARRIED



iii. Staff Orientation and Training Policy

Moved that the Staff Orientation and Training Policy be adopted as amended.

Moved by: Laurie Haak

CARRIED

iv. Material Selection Policy

Moved that the policy be renamed Collection Management Policy and be adopted as amended.

Moved by: Milene Albers

CARRIED

v. Resource Sharing Policy

Moved that the Resource Sharing Policy be adopted as amended.

Moved by: Harold Pawlechko

CARRIED

vi. Persons with a Print Disability Policy

Moved that the Persons with a Print Disability Policy be adopted as amended..

Moved by: Rokus Broere

CARRIED

9. Items for information:

- a. Chair's Report
- b. Consultant's Report
- c. Director's Report
- d. Acting Assistant Director's Report

Moved that the Chair's Report, Consultant's Report, Director's Report and Acting Assistant Director's Report be accepted as presented for information.



Stony Plain  
**Public  
Library**

005  
Stony Plain Public Library Board  
January 17, 2024  
7 pm.

Moved by: Kelly Eros

CARRIED

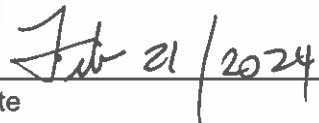
10. The board moved in-camera for the trustees only session at 7:54 p.m.

11. The board moved out of camera at 8:26 p.m.

12. Adjournment

The meeting was adjourned at 8:26 p.m.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Date