

**PEACE LIBRARY SYSTEM  
BOARD MEETING MINUTES  
16 SEPTEMBER 2023**

Present:	Carolyn Kolebaba, Chair Amber Bean Lindsay Brown Denise Joudrey Tom Burton Jacqueline Maisonneuve Agnes Roshuk Belinda Halabisky Theresa Johnson Ann Stewart Cindy Hockley Leanne Beaupre Alison Bjornson Cal Mosher Carmen Johnson Dalen Richardson Harry Ezio Stan Golob Mark Liboiron Tahirih Wiebe Grant Berg (Zoom) Meesha Bainton	Northern Sunrise County Clear Hills County Town of Falher Birch Hills County MD of Greenview No. 16 Town of McLennan Village of Nampa County of Northern Lights MD of Peace No. 135 Big Lakes County Village of Berwyn County of Grande Prairie No. 1 Village of Hines Creek Town of Beaverlodge Town of Grimshaw MD of Fairview No. 136 Town of Spirit River Town of Fairview Town of High Level MD of Opportunity No. 17 City of Grande Prairie Town of Fox Creek
Absent:	Vacant Vacant Nick Van Rootselaar Anna Underwood Brad Pearson James Waikle Michelle Farris Reta Nooskey Kristen Smith Steve Adams Dennis Stredulinsky Alain Blanchette Elaine Manzer Greg Pasichnuk Roxann Dreger Tanya Boman	Village of Donnelly Village of Girouxville MD of Spirit River No. 133 Town of Wembley MD of Lesser Slave River No. 124 Town of High Prairie Town of Rainbow Lake Paddle Prairie Métis Settlement Saddle Hills County Town of Slave Lake Town of Sexsmith MD of Smoky River No. 130 Town of Peace River Town of Manning Village of Rycroft Town of Valleyview
Staff:	Louisa Robison, CEO Alycia Vickrey, Executive Assistant (minutes)	

1. CALL TO ORDER

The Chair called the meeting to order at 10:30 a.m.

1.1 APPROVAL OF AGENDA

The Chair called for additions or deletions to the agenda.

**MOTION: B23-044 To approve the agenda as presented.**

Moved by: C. Hockley CARRIED

1.2 MINUTES OF 27 MAY 2023 MEETING

The Chair called for errors or omissions to the minutes. The Board noted a member was marked absent instead of present. The board noted a spelling error on page 6.

**MOTION: B23-045 To approve the minutes of the 27 May 2023 meeting as amended.**

Moved by: L. Beaupre CARRIED

2. ITEMS FOR DECISION

2.1 DRAFT REVISED PUBLIC ACCESS TO THE INTERNET FOR SERVICE POINTS POLICY

**MOTION: B23-046 To approve the Draft Revised Public Access to the Internet for Service Points Policy as presented.**

Moved by: B. Halabisky CARRIED

2.2 DRAFT REVISED RESOURCE SHARING FOR SERVICE POINTS POLICY

**MOTION: B23-047 To approve the Draft Revised Resource Sharing for Service Points Policy as presented.**

Moved by: M. Bainton CARRIED

2.3 DRAFT REVISED RESOURCE SHARING FOR SERVICE POINTS POLICY

**MOTION: B23-048 To approve the Draft Revised Resource Sharing for Service Points Policy as presented.**

Moved by: E. Manzer CARRIED (one opposed)

2.4 DRAFT HIRING, COMPENSATION AND LEAVE POLICY

The Board recommended changing the 6-month probationary period to a 3-month probationary period.

**MOTION: B23-049 To approve the Draft Hiring, Compensation and Leave Policy as revised.**

Moved by: A. Stewart CARRIED

2.5 DRAFT REVISED FINANCE POLICY

The Board recommended a change in verbiage on page 45.

**MOTION: B23-050 To approve the Draft Hiring, Compensation and Leave Policy as amended.**

Moved by: S. Golob CARRIED

2.6 DRAFT REVISED INVESTMENT POLICY

**MOTION: B23-051 To approve the Draft Revised Investment Policy as presented.**

Moved by: L. Beaupre CARRIED

2.7 DRAFT REVISED TRUSTEE AND STAFF EXPENSES POLICY

**MOTION: B23-052 To approve the Draft Revised Trustee and Staff Expenses Policy as presented.**

Moved by: K. Smith CARRIED

3. ITEMS FOR DISCUSSION

4. ITEMS FOR INFORMATION

4.1 FINANCIALS, JUNE 2023

4.1.1 FINANCIAL STATEMENT BRIEFING

4.1.2 FINANCIAL STATEMENT

**MOTION: B23-053 To approve the June 2023 Financials as information.**

Moved by: A. Bean CARRIED

4.2 CHAIR'S REPORT

**MOTION: B23-054 To receive the Chair's Report as information.**

Moved by: D. Joudrey CARRIED

4.3 CEO'S REPORT

**MOTION: B23-055 To receive the CEO's Report as information.**

Moved by: C. Johnson CARRIED

4.4 STAFF UPDATES

The CEO reviewed changes in staffing and the upcoming new delivery schedule.

**MOTION: B23-056 To receive the Staff Updates as information.**

Moved by: J. Maisonneuve CARRIED

4.5 TAL & TRAC REPORTS

**MOTION: B23-057 To receive the TAL & TRAC Reports as information.**

Moved by: T. Wiebe CARRIED

4.6 ALTA REPORT

No Report Available.

**MOTION: B23-058 To receive no report as information.**

Moved by: B. Halabisky CARRIED

4.7 DRAFT MINUTES OF 22 APRIL 2023 EXECUTIVE COMMITTEE MEETING

**MOTION: B23-059 To receive the Draft Minutes of 22 April 2023 Executive Committee Meeting as information.**

Moved by: L. Beaupre CARRIED

4.8 DRAFT MINUTES OF THE 30 MARCH 2023 PLAN OF SERVICE COMMITTEE MEETING

**MOTION: B23-060 To receive the Draft Minutes of the 30 March 2023 Plan of Service Committee Meeting as information.**

Moved by: S. Golob CARRIED

4.9 DRAFT MINUTES OF THE 23 MARCH 2023 PERSONNEL COMMITTEE MEETING

The Board noted a spelling error on page 65.

**MOTION: B23-061 To receive the Draft Minutes of the 23 March 2023 Personnel Committee Meeting as amended.**

Moved by: T. Johnson CARRIED

4.10 LETTER – PLSB INDIGENOUS SERVICES GRANT 2023/24

**MOTION: B23-062 To receive the PLSB Indigenous Services 2023/24 Grant Letter as information.**

Moved by: A. Roshuk CARRIED

4.11 LETTER – SHORTGRASS LIBRARY SYSTEM IN PLSB

**MOTION: B23-063 To receive the Shortgrass Library System in PLSB Letter as information.**

Moved by: A. Stewart CARRIED

4.12 MEMBERS BUSINESS/ROUND ROBIN

Upcoming events and activities were shared around the table by all members.

4.13 NEXT MEETINGS

4.13.1 EXECUTIVE: 21 OCT 2023 (FAIRVIEW PROVINCIAL BUILDING)

4.13.2 BOARD/CHRISTMAS PARTY: 25 NOVEMBER 2023 (GRANDE PRAIRIE)

5. ADJOURNMENT

The Chair adjourned the meeting at 12:09 p.m.

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Chair

\_\_\_\_\_  
CEO

\_\_\_\_\_  
Date