**City of Wetaskiwin Library Board Meeting June 23, 2020 at 1:00 pm**

Via GOTO Meeting wherein everyone can see and hear.

Absent: Hazen Evenson, Gabrielle Blatz, Lindsay Urkow, Sara-Dawn Taylor, Sandra Kim

**Agenda**

Call to order 1:05 PM

1. Approval of Agenda

Approval of agenda motion by Michelle, all in favor. Motion carried.

1. Consent agenda
   1. Approval of May 20, 2020 meeting minutes.
   2. Board picture - postponed.
   3. Committee Reports:
      1. Finance - no report;
      2. Plan of Service - no report;
      3. Public Relations/Fundraising - no report;
   4. Correspondence

Move that we accept the Consent Agenda. Michelle motions, all in favor. Motion carried.

1. Incorporation papers
   1. The word “Incorporation” cannot be in the title of the Library Board since it is a non-profit organization. Board inquired about this because incorporation is typically done in a day. Pandemic has slowed things. Svea will report to the board once she has an update.
2. Manager’s Report
   1. Vicki: Programming for kids online, is that something we can look in to doing, links to YRL summer reading programming?
   2. Svea: nothing structured, hosting on FB, Instagram
   3. Christine: I am hoping to share the content that YRL has already created to post online. They have links and SRC materials that have been created already that we can make available for patrons to interact with on our Facebook page.
   4. Vicky: Will the drop in numbers have an effect on us?
   5. Svea: This year is a unique circumstance. We were sent surveys about our numbers and since we have been doing curbside, have had good numbers compared to libraries who are just introducing curbside in phase 2.

Move to accept the Manager’s Report as information. Vicki motions, all in favor. Motion carried.

1. New Business
   1. City/Library board agreement
      1. Tim: What is the purpose of the separation?
      2. Dean: When the pandemic hit, there were concerns about the Library Board and the library employees being library employees and not City employees. The City does not have any say in the way the employees at the library are handled.
      3. When the pandemic began, we were directed by the board to follow the City’s policies and we did.
      4. Svea: I have an email from Rachelle that says the city made a motion to make the library separate, but this is redundant since we are separate because the Library Act states that we have to be a separate entity. So, the library manager should not be reporting to City Hall. The process of making us completely separate is a very long/large process.
      5. Tim: Section 2.4.c states that the City is responsible for providing “the same service regarding staff, salaries, benefits, etc. as provided to all city staff and to meet the policies of the Board.” Since we follow the City policy, and our policy says that we adopt the City’s policy in cases where we do not have one doesn’t that address the City not having a say in the way the library employees are handled.
      6. The city wants the board to take responsibility of the employment contracts.
      7. Svea: Carla said that Leduc is totally separate from the city but done with agreements in place that the city will still maintain the pension/health benefits. She said we would need our own WCB and health insurance and suggested we should contact an employment lawyer. There has been no documentation or information shared with me about what is happening.
      8. Bill: we need to look at our agreements and incorporate some changes so that it reflects the relationship we have with the city accurately.
      9. Tim: What were they concerned about?
      10. Dean: Scenario: If the board decided they did not want to close the library and city decided to close this may create issues since the library employees are also city employees
      11. Tim: is this a matter of money
      12. Dean: This is not the case, the agreement is good. The pandemic just brought to the forefront the relationship. The pension/payroll etc. is all done through city hall.
      13. Svea: all of our employee paperwork has been sent to City HR, We are actually supposed to keep that and the city should not have that paperwork. We should not be on the city network either, we should be set up with YRL.
      14. Svea has heard nothing about budget proposal and when it is.
      15. Bill: 2.3.d in the City/Library Agreement says we need to present an annual operating and capital budget for library services by September 30th.
      16. Svea: The city will not give Svea access to Rachelle’s library files, hard to proceed with so much missing information.
          1. Action: Dean will meet with Sue for clarification so that the board has all the information. Bill will meet with Carla. There will be an Ad Hoc. Committee that will meet and investigate this.

Move to accept this as information. Dean motions, all in favor. Motion carried.

1. In Camera
2. Next meeting date: July 21, 2020 at 1:00 pm at the library with the Goto Meeting option available for those who cannot meet in person.
3. Chair Bill Elliot declared the meeting adjourned at 1:41 PM

Board Chair: Bill Elliot

Minutes Recorded by: Christine Hutchinson