



MINUTES of the  
SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, May 15, 2019, in the Meeting Room, Frances Morrison Central Library.

Present: Lisa Erickson, Chair  
Brett Bradshaw, Vice Chair  
Councillor Gough  
John Thronberg  
Nicholas Kaminski  
Carol Cooley, Director of Libraries & CEO  
Janna Sampson, Recorder

Regrets: Cheryl Starr

Guests: Laura Warner, Director, Corporate Services & Facilities  
Scott Gregor, Director, Finance

---

L. Erickson, Chair called the meeting to order at 4:00 p.m.

We are meeting today on Treaty Six Territory and the homeland of the Métis and that as a Library board we affirm our relationship with First Nations Peoples and Métis Peoples of this land.

**AGENDA**

Addition to the Agenda: E.2 Variance Report

Moved by J. Thronberg, seconded by N. Kaminski **THAT the Agenda of May 15, 2019, be approved as circulated, including any items removed from, or added to the Agenda.**  
Carried.

**Consent Agenda**

Moved by H. Gough, seconded by B. Bradshaw **THAT the Consent Agenda of May 15, 2019, be adopted as circulated, less any items requested for separate review and discussion.**  
Carried.

**Previous Minutes**

Moved by N. Kaminski, seconded by J. Thronberg **THAT the Saskatoon Public Library Board minutes of April 17, 2019, be adopted as circulated, including any revisions to be made.**  
Carried.

No declaration of conflict of interest.

**B DEPUTATIONS/PRESENTATIONS/PUBLIC MEETING**

None

## **C NEW BUSINESS**

### **C.1 J.S. Wood Lower Level Refresh**

C. Cooley noted that the Board approved developing a budget for this project along with the Rusty McDonald Branch renovation. The budget for the lower level refresh is \$335,000, and there are sufficient funds in the J.S. Wood maintenance reserve to cover the costs.

L. Erickson asked to be reminded of the difference between a renovation and a refresh. C. Cooley responded that, like Frances Morrison Central Library, J.S. Wood has building and other code issues which prevent us from undertaking any substantial changes, therefore not a renovation. A refresh involves paint, new flooring, and lighting.

N. Kaminski asked if the refresh intends to extend the life. C. Cooley replied that the intent is to update the branch in terms of aesthetics. In the future, once the new central library project is underway, something more substantial will have to be done for the branch, but that is likely a decade away.

N. Kaminski asked about a communications plan. L. Warner noted that it is a straight forward project and we hope to have the work done while it is warm enough to use outdoor washrooms.

Moved by J. Thronberg, seconded by B. Bradshaw **THAT the Saskatoon Public Library Board authorize the expenditure of \$335,000 for the refresh of the lower level of J.S. Wood and that we fund the expense from the J.S. Wood Reserve.**

Carried.

### **C.2 Board Skills, Strengths & Diversity**

Lisa Erickson noted that the matrix is left in the hands of the Governance & Nominations Committee to distribute and collate. L. Erickson also noted that she is available to assist if necessary. L. Erickson also noted that this is her last term on the Board and the Governance & Nominations Committee can decide if they would like her to fill out a form.

Moved by Councillor Gough, seconded by J. Thronberg **THAT the Saskatoon Public Library Board to receive this report as information and to direct the Governance & Nominations Committee to proceed with administering the matrix.**

Carried.

## **D. REPORTS FROM THE BOARD**

### **D.1 Chairperson Updates**

None

### **D.2 SLTA Report**

J. Thronberg reported that he attended the SLA conference and the SLTA Annual General Meeting. Regina and several regions are no longer members, and SLTA is interested in improving their advocacy efforts. The new president, Michael Morrow, is asking that

members submit two areas of concern that they can use in preparing a brief for the minister. J. Thornberg reported that he is appointed as the SLTA representative to the University Senate.

## **E. REPORT FROM ADMINISTRATION**

### **E.1 Director of Libraries & CEO Updates**

C. Cooley gave a verbal update on the Rusty McDonald renovation project. The budget for the renovation is 2.4 million, which includes 1.6 million for demolition and construction. The qualified winning bidder is D@ Construction. They were awarded the contract for their bid of \$1,047,840.00 after taxes.

C. Cooley noted that the Alice Turner McFarland Award was advertised and we received several applications. The Award is administered by a Committee comprised of the Director of Libraries & CEO, a Board representative, a Manager appointed by the CEO and a Union representative. The Committee reviews applications and selects recipients. Recommendations are made to the Board in June.

L. Erickson asked for a volunteer. B. Bradshaw indicated her interest.

### **E. 2 Variance Report**

The report was distributed, and C. Cooley noted that it covered the first quarter, which is why there is very little activity.

N. Kaminski asked for an explanation of favourable and unfavourable. S. Gregor explained that favourable means we brought in more revenue or expended less than budgeted for the quarter. Unfavourable means we brought in less revenue or expended more than budgeted for the quarter.

Moved by Councillor Gough, seconded by N. Kaminski **THAT the Saskatoon Public Library Board receive reports for information.**

Carried.

## **F. Business Carried Forward**

### **F.1 Audit Forms**

S. Gregor distributed forms that Board Members are required to fill out for the audit. S. Gregor reviewed how to fill out the forms.

## **IN-CAMERA SESSION**

Moved by N. Kaminski, seconded by J. Thronberg **THAT the meeting move in-camera for the purpose of addressing matters pertaining to Economic/Financial – Land as permitted under Sections 17(1)(d) and (e) of LAFOIPP and matters pertaining to Labour/Personnel under Sections 16(1)(c) of LAFOIPP.**

Carried.