

Call to Order

The Camrose Public Library (CPL) is an organization located on Treaty 6 territory, the traditional lands of the Indigenous and the Métis People. For as long as the sun shines, the rivers flow, and the grass grows, this land will be recognized as Treaty 6 Territory.

1. Welcome & Introductions
2. Approval of the Agenda
3. Approval of the Minutes of November 12, 2025
4. Board Feedback
5. Consent Agenda
 - a. Items for Information
 - i. Correspondence
 - a. City of Camrose – Board Appointment – Joy-Anne Murphy
 - b. City of Camrose – Board Appointment – Martin Maxwell
 - c. City of Camrose – Acceptance of Resignation – Lucy Ernst
 - d. Battle River Community Foundation – Newsletter & Greetings
 - ii. Libraries in the News
 - a. [Alberta municipalities called for increased library and airport funding, visitor tax](#) (7 min read)
 - b. [Indigenous scholars say Thomas King case “shocking similar” to others falsely claiming ancestry](#) (6 min read)
 - b. Reports
 - i. Director's Report
 - ii. Programs Report
 - c. Business Arising from the Consent Agenda
 - d. Approval of the Consent Agenda
6. Items for Discussion and Decision
 - a. Signing Authority (Amanda)
 - b. Proposed Changes to Employee Policy Manual (Channing)
 - c. Proposed Changes to Naming Rights Policy (Channing)
 - d. Board Evaluation – Discussion (Channing)
7. In-Camera Items for Discussion and Decision
8. Adjournment

Next regular Board meeting: January 14, 2026, 5:15pm

Present: Renee Greer (Chair), Cheryl Dezall, Naomi Finseth, Margaret Holliston, Jacqueline Schaffter, Margaret Weir Andreassen, Channing MacDonald

Regrets: Joy-Anne Murphy

Guests: Renee LeBlanc (TAL), Natalia Pietrzykowski (Public Library Services Branch)

Call to Order: Chair Renee Greer called the meeting to order at 5:16 pm.

The Camrose Public Library (CPL) is an organization located on Treaty 6 territory, the traditional lands of the Indigenous and the Métis People. For as long as the sun shines, the rivers flow, and the grass grows, this land will be recognized as Treaty 6 Territory.

1. Approval of the Agenda

Motion 70/25 M/C Moved by Jacqueline Schaffter: Motion to approve the agenda.

2. Approval of the Minutes of October 29, 2025

Motion 71/25 M/C Moved by Margaret Holliston: Motion to approve the minutes as amended.

3. Board Feedback

Renee Greer shared that she received a positive comment about the library from an acquaintance.

Margaret Weir Andreassen asked about lawn signs. After a brief discussion, the board agreed to hold on to the signs for an advocacy push in the spring.

4. Consent Agenda

a. Items for Information

i. Correspondence

a. City of Camrose – Council Appointment

b. Camrose County

c. Letter of Resignation – Lucy Ernst

ii. Libraries in the News

a. [E-borrowing exceeds print at Vancouver libraries – can it keep up with the cost?](#) (4 min read)

b. [How I came to love the library I once criticized](#) (4 min read)

b. Reports

i. Director's Report

ii. Service Desk Report

iii. Occupational Health & Safety Report

c. Business Arising from the Consent Agenda

The board discussed the section of the Director's Report that talks about 35 hours per week. The board provided guidance that this should not limit staff to working 7-hour days. The Interim Director will bring some revisions to the board at a board meeting soon.

The board had a brief discussion about hygiene options for patrons experiencing homelessness, related to a section of the OHS Report.

The board had a brief discussion about the loss of board members Don Simpson, Lucy Ernst, and Peter Hamm. They discussed the length of board meetings and encouraged the Interim Director to find ways to keep meetings and board meeting packages as streamlined as possible.

d. Approval of the Consent Agenda

Motion 72/25 M/C Moved by Cheryl Dezall: Motion to approve the consent agenda.

5. Items for Discussion and Decision

a. Financial Report (TAL)

Revenue - All grants received. Additional ~\$18000 above anticipated in grants received. Program grants have additional ~\$9000 received. What is not expended for program grants will be moved over to deferred revenue for 2026. Service revenue looks to be higher than anticipated. Overall, total income will be ~47,000-53,000 above anticipated numbers. Will discuss movement of any excess into reserve in January.

Expenses - Program expenses may be ~\$600 lower than anticipated. Library Resources are currently projecting underspent, with \$9600 remaining to spend. Brief discussion that this is because we have 3 staff on leave and are running with a very lean staff. If unspent, this line will be moved to deferred revenue for Library Resource spending in 2026. General and admin are near budget, slightly under. Occupancy spending will vary depending on snow in November and December. Professional fees are overspent, but is variance because was approved in 2024, but spent in 2025.

Projected surplus of ~11,000. Can make adjustments into first months of new year. Accountant Renee Leblanc advised that the library is in a healthy financial position.

Motion 73/25 M/C Moved by Margaret Holliston, seconded by Cheryl Dezall: Motion to approve the Financial Report.

b. Holiday Hours Adjustments

Motion 74/25 M/C Moved by Jacqueline Schaffter: Motion to approve the amended holiday hours.

6. Plan of Service Review (PLSB & Interim Director)

PLSB consultant Natalia Pietrzykowski presented an overview of what is a plan of service, its purpose, and the typical development & implementation process. The Interim Director then walked the board through a re-examination of the data and reports collected during the engagement process and showed some possible connections between that data and some of the 18 library service responses. The board had some discussion about whether this analysis and some of the 18 library service responses should be incorporated into the plan of service, and if so, how they should be incorporated. The board has tasked the interim director with drafting an addendum and/or edits to embed the service responses 13, 17, 14, and 9 into the plan of service to provide additional service guidance to the library.

7. In-Camera Items for Discussion and Decision – None

8. Adjournment

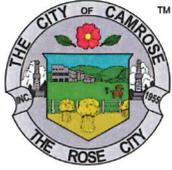
Chair Renee Greer declared the meeting adjourned at 7:10 pm.

Next regular Board meeting: December 10, 2025, 5:15pm

Approval Date: _____

Trustee Name: _____

Trustee Signature: _____



The City of
Camrose

5204 – 50 Avenue, Camrose, Alberta T4V 0S8 PH. (780) 672-4426 FAX (780) 672-2469

November 4, 2025

Renee Greer, Chair
Camrose Public Library Board
c/o Camrose Public Library
4710 - 50 Avenue
Camrose, AB
T4V 0R8

Email: [REDACTED]

Re: 2025 Camrose City Council Appointment – Camrose Public Library Board

Please be advised at the Organizational Meeting held November 3, 2025, City Council approved the following Council appointment to the Camrose Public Library Board from November 3, 2025, to the Organizational Meeting of Council to be held in October, 2026.

Camrose Public Library Board	Contact
Councillor Joy-Anne Murphy	P: [REDACTED] E: [REDACTED]

Should you have any questions about the appointments, give me a call at 780-781-0826 or email pstasko@camrose.ca

Regards,

PJ Stasko, Mayor
City of Camrose

cc: Channing S. McDonald, Interim Director, cmacdonald@prl.ab.ca
cc: Amanda Haugen, Executive Assistant, ahaugen@prl.ab.ca



The City of
Camrose

5204 – 50 Avenue, Camrose, Alberta T4V 0S8 PH. (780) 672-4426 FAX (780) 672-2469

November 18, 2025

Renee Greer, Chair
Camrose Public Library Board
c/o Camrose Public Library
4710 - 50 Avenue
Camrose, AB
T4V 0R8

Email: rgreer_2@telus.net

**Re: Camrose City Council Appointment – Camrose County Representative to the
Camrose Library Board**

Please be advised at the November 17, 2025, Regular Council Meeting, City Council passed the following motion:

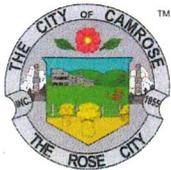
“Motion 522/25 **Moved by Councillor Rosland – Seconded by Councillor Broker** THAT Council appoint Councillor Martin Maxwell, the Camrose County representative to the City of Camrose Library Board for a term ending on October 31, 2026.”

Should you have any questions about the appointment, give me a call at 780-781-0826 or email pstasko@camrose.ca

Regards,

PJ Stasko, Mayor
City of Camrose

cc: Channing S. McDonald, Interim Director, cmaacdonald@prl.ab.ca
cc: Amanda Haugen, Executive Assistant, ahaugen@prl.ab.ca



The City of
Camrose

5204 – 50 Avenue, Camrose, Alberta T4V 0S8 PH. (780) 672-4426 FAX (780) 672-2469

November 18, 2025

Rene Greer, Chair
Camrose Public Library Board
c/o Camrose Public Library
4710-50 Avenue
Camrose, AB
T4V 0R8

Re: Member-at-large Resignation – Camrose Public Library Board – Lucy Ernst – Effective December 31, 2025

On behalf of City Council, I wish to inform you at the Regular Meeting of Council held November 17, 2025, City Council passed the following motion:

MOTION #524/25 - Moved by Councillor Banack - Seconded by Councillor Murphy THAT Council accept Lucy Ernst's resignation as a Member-at-Large serving on the Camrose Public Library Board, effective December 31, 2025, with regret. CARRIED

Should you have any questions, give me a call at 780-781-0826 or email pjstasko@camrose.ca

Regards,

Mayor PJ Stasko
City of Camrose

cc: Channing S. McDonald, Interim Director, Camrose Public Library cmacdonald@cpl.ab.ca

This report is structured around the responsibilities of the Interim Director, outlined in Essential Functions of Schedule J of the Interim Director Offer of Employment.

1. CPL in Community Initiatives and Committees

The interim director participated in a meeting of the **Connecting People and Community for Living Well** group. Much of the discussion focused on plans for education regarding housing insecurity & homelessness, and poverty awareness advocacy.

2. Communications, Marketing, and Advocacy

November and December advocacy efforts have focused on the **crowdfunding project** for the revamp of the children's area. The campaign has officially **exceeded its target of \$10,000**; [the current amount raised can be found by clicking here](#). Funds raised will be matched 50% up to a total of \$5000 by the Government of Alberta, so we will see an additional \$5000 above the amount currently listed. While some rough estimates are available for the cost of furniture, the selection and purchasing of furniture will be left for the permanent director to choose upon her return in the new year.

The interim director is participating in a new **e-resource selection group** with Parkland. The new resource will be launched in 2026 when selected. The group consists of library managers from across the Parkland system.

3. Collection Management

In light of the recent news about author **Thomas King's incorrect claims to Indigenous ancestry**, corrections will be made to the author's books in our collection. CPL will be pulling the books to remove Indigenous content labels from the spines of books, and Parkland will be removing Indigenous markers from the bibliographic records in Polaris. CPL owns **16 materials that will need correction**.

4. Programs Management

Please see programs report.

5. Circulation & Service Management

At a November managers' meeting, **Parkland agreed to change its' Polaris settings to remove late fines** for libraries that do not charge late fines. This will benefit our staff and patrons at CPL as we will no longer need to manually waive late fines on all overdue material, and patrons will not be locked out of accounts or receive inaccurate late fine messages.

The signage working group has placed some **mock-up of wayfinding and high-level collection signage** around the library. At the December 3rd PD Day, library **staff were provided engagement sessions** to give feedback to the current mock ups. The signage committee will review this feedback and will soon rollout a full signage pilot project. Depending on the signage chosen, a proposal for a modest allocation of funds may be requested soon.

6. Financial Management

6.1. Budget

We are still waiting on word from Camrose County regarding our request for funding 2026. An update will be provided when received.

6.2. Grants

The **Canada Summer Jobs** Grant has been submitted and the **Young Canada Works** Grant is underway.

Reporting has been submitted to the **Battle River Community Foundation** for funding received to purchase a **pilot bike**.

Human Resource Management

The 3rd PD Day was held on December 3rd. This session focused on **tools** for responding to parents of **unattended children and disruptive behavior** from children. Staff also received training to support patrons using **Canva**, as formerly popular programs like Microsoft Publisher are phased out. Staff were also provided an opportunity to give **feedback to the signage** group's draft signage.

Due to the resignation of two casual circulation assistants, we are **currently advertising a casual circulation assistant position**. A hire is anticipated for December 22nd.

The **interim director was ill** and working reduced hours from home from November 17th-28th. As such, movement of some projects is slightly behind schedule.

7. Contract Services Management

Due to repeat issues with our **janitorial** contractor, we are launching a request for proposals. The **RFP will run December 8 to January 28**, with a decision planned for the end of February. Transition to a new contractor would take place on April 1st, 2026.

8. No New Reports

- Organization Changes Management

Camrose Public Library
Adult Programs
January 1 to October 31, 2025

Outreach	Program	Attendance
Deliveries to Care Facilities	95	683
German Circle Online	42	141
Ukulele Online	33	101
Mind Masters	10	1722
Advocacy Events @ CAFCL	2	65
Outreach CMHA Drum Circle	1	8
Summer Spanish Online	4	10
SRC Srs. Tech with FCSS	2	60
SRC Pickleball Tournament	1	20
Srs. Mingle with FCSS	1	17
Augustana Neighbor Fair	1	150
Stories that Haunt @ the Bailey	1	32
	193	3009

In House	Program	Attendance
Spanish	28	136
Ukulele	28	265
Fibre Club	24	121
Drum Circle with CMHA	5	26
Climate Café	6	13
Cricut Classes	14	40
Life Skills 101	6	37
Lunch & Learn with FCSS	8	79
Beading Circle with Joelle Skinner	6	78
Freedom to Look? FTRW with Andrea Korda	1	6
Companion Planting	1	10
John Dunn: Journey North	1	25
Elections Workshops	2	5
Solar PV Sessions	1	14
Genealogy Workshop	1	20
Rag Rug Workshop	1	16
Ribbon Skirt Teachings	2	27
Ribbon Skirt Workshop	2	18
Speed Friending with Recovery College	2	19
Seniors Week with CRA	1	9
Pride vs. Prejudice Screening	1	10
Canva Training Sessions	4	24
NDTR Film Screening	1	13
Moccasin Workshop	1	13
County Candidate Meet & Greet	1	21
City Candidate Meet & Greet	1	55
	149	1100

Total	342	4109
--------------	------------	-------------

Camrose Public Library
Family Programs
January 1 to October 31, 2025

Outreach	Program	Attendance
Read for 15	1	3426
Chuck Maclean Family workshops	5	53
Women's Shelter Family Literacy	0	0
Newcomers Guide to Camrose in Community	10	97
Free Comic Book Day at Quantum Comics	1	10
Book Bike @ Pride in the Park	1	137
Jaywalkers Outreach	1	889
Book Bike @ Canada Day	1	50
Book Bike at Local Playgrounds	6	81
Book Bike with Magic Story Time	3	25
Book Bike with CFRC Painting in the Park	1	32
Book Bike @ Kickin' Country Parade (Advocacy)	1	650
Summer Book Bingo	1	0
Community Registration Night	1	150
Fuel Good Day Outreach	1	150
	34	5750

In House	Program	Attendance
Snacks in the Stacks	205	3801
Something Cool After School	139	734
Books & Bounces	34	290
Terrific Tales	36	585
Tech Help	75	141
Bed Time Stories	30	372
Crafternoon	23	198
Rainbow Club	3	5
School PD Matinee	7	136
Newcomers Guide to Camrose	20	176
Saturday Story Time	1	3
Weekend Wiggles	0	0
Ghibli Geeks Club	4	8
Environmental Literacy Night for Family Literacy Day	1	14
Dolly Parton Party	1	52
Rag Rug Workshops	2	18
Impromptu Story Time	1	6
Seed Swap with CAFCL & CAS	1	40
Grandfather Teachings	7	77
Secret Garden Tea Party	1	306
SRC Career Story Time	5	48
SRC Teddy Bear Movie Night	1	36
Summer Wrap-up Pizza Party	1	0
Kids Indigenous Beading Circle	1	18
Library Card Sign-Up Month Contest	1	39
Family Story Time with Richard Van Camp	1	21
Golden Ticket Contest	1	16
	602	7140

Total	636	12890
--------------	------------	--------------

Camrose Public Library
 Childrens Programs
 January 1 to October 31, 2025

Outreach	Program	Attendance
Book Bike & SRC Promo at schools	2	85
SRC with FCSS Summer in the Park New Norway	1	30
Book Bike @ Reading University	3	120
Book Bike @ OSCAR	3	87
	9	322

In House	Program	Attendance
BRSD School Tours	10	236
Reading University Class Visit	1	16
Camrose Children's Centre Tour	1	19
	12	271

Monthly Total	21	593
----------------------	-----------	------------

Camrose Public Library
 Teen Programs
 January 1 to October 31, 2025

Outreach	Program	Attendance
BRSD Adulthood Fair at ECCHS	1	350
BRSD Adulthood Fair at New Norway School	1	45
Book Bike @ Rotary Skate Park	4	26
Golden Flames	2	20
	8	441

In House	Program	Attendance
Golden Flames Teen D & D	31	412
SRC Book and Bake	5	16
BookMark Book Club	1	5
	37	433

Total	45	874
--------------	-----------	------------

Camrose Public Library
Total Programs
January 1 to October 31, 2025

Outreach Programs	244	9522
-------------------	-----	------

In-house Programs	800	8944
-------------------	-----	------

YTD	1044	18466
-----	------	-------

Completed by Nicole Kyle

August-October 2025 Program Report

Submitted by Nicole Kyle
December 3, 2025

1787

people attended programs that foster a sense of community connection and belonging.

1453

People accessed library programs, services, and information on an outreach basis.

1332

People attended library programs and special events designed to educate and promote a love of lifelong learning.

**1 bit of
awesome feedback:**

I love the programs you have; they are amazing programs!

Program Highlights

September saw a number of programs and special events focused on National Day for Truth and Reconciliation.



Indigenous artist Jessica Sanderson Barry returned for a third year, teaching registrants how to make a beaded tanned hide orange shirt day pin. This yearly event fills up quickly and is enjoyed by all.



We created a handprint banner at Terrific Tales and invited all visitors to add their orange handprints in honour of survivors of Canada's Residential School System and the children who did not make it home.

Every Child Matters

Program Highlights

October was full of cute and creepy crafts, spooky stories, and visits from authors!



We partnered with the Bailey Theater to host “Stories the Haunt” featuring Indigenous authors Richard Van Camp and Jared Tailfeathers. It was a wonderful evening full of creepy stories for adults! Our thanks go out to the City for Camrose for the grant that made this program possible.

Author Richard Van Camp pivoted from horror to family-friendly fun when he stopped by to share his books and tales for children here at the library. We learned how to call the Northern Lights and he read from his collection of beloved board books.



We crafted these precious footprint ghosts at one of our BOOKS and BOUNCES sessions in October, just one of many spooky-themed crafts at programs for youth, children and families.

Program Statistics

Selection of Service Responses

1. Social Engagement: Developing Relationships and Ending Isolation
2. Connect to the Online World: Public Internet Access
3. Satisfy Curiosity: Lifelong Learning
4. Visit a Welcoming Place: Physical and Virtual Spaces

Programs	Aug 2025		2025 YTD		Participants	
	Sessions	People	Sessions	People	2024 YTD	2023 YTD
1	17	116	215	1603	2,838	1,911
2	7	52	47	150	931	451
3	19	308	354	4682	4,310	4,910
4	22	101	204	3529	3,959	4,475
Advocacy	0	0	9	5510	5,038	4,950
Total	65	577	829	15474	17,076	16,697

Selection of Service Responses

1. Social Engagement: Developing Relationships and Ending Isolation
2. Connect to the Online World: Public Internet Access
3. Satisfy Curiosity: Lifelong Learning
4. Visit a Welcoming Place: Physical and Virtual Spaces

Programs	Sept 2025		2025 YTD		Participants	
	Sessions	People	Sessions	People	2024 YTD	2023 YTD
1	26	149	241	1752	3079	2044
2	6	12	53	162	984	451
3	29	406	383	5088	4693	5583
4	40	641	244	4170	4203	5063
Advocacy	3	450	12	5960	5050	5894
Total	104	1658	933	17132	18009	19,035

Selection of Service Responses

1. Social Engagement: Developing Relationships and Ending Isolation
2. Connect to the Online World: Public Internet Access
3. Satisfy Curiosity: Lifelong Learning
4. Visit a Welcoming Place: Physical and Virtual Spaces

Programs	Oct 2025		2025 YTD		Participants	
	Sessions	People	Sessions	People	2024 YTD	2023 YTD
1	22	148	263	1900	3353	2286
2	14	28	67	190	968	475
3	35	526	418	5614	5630	6099
4	40	632	284	4802	5259	5666
Advocacy	0	0	12	5960	5101	6067
Total	111	1334	1044	18466	20,311	20,593