

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. Approval of the Agenda
2. Approval of the Minutes of April 8, 2026
3. Board Feedback
4. Consent Agenda
 - a. Items for Information
 - i. Correspondence
 - a. City of Camrose – Re-appoint Councillor Murphy
 - ii. Libraries in the News
 - a. [Penticton to consider moving library services to Okanagan Regional Library System](#)
 - b. [Dozen of Alberta school divisions banned books to comply with provincial order](#)
 - c. [Responding to Alberta Government's Defence of Public Library Takeover](#)
 - b. Reports
 - i. Director's Report
 - ii. Circulation Report
 - iii. Occupational Health & Safety Report (February, May & November)
 - c. Business Arising from the Consent Agenda
 - d. Approval of the Consent Agenda
5. Items for Discussion and Decision
 - a. Ratification of e-Vote: Bill 28 Letter
 - b. Rescind Policies
 - c. Donations, Sponsorships , and Naming Agreements Policy
 - d. CFEP Application
 - e. 2025 Financial Reviews
 - f. 2026 Quarter 1 Financial Report
6. In-Camera Items for Discussion and Decision
 - a. Personnel
7. Adjournment

Next regular Board meeting: June 10, 2026, 5:15pm

Present:

Renee Greer (Chair)
Alyssa Martin (Director)
Naomi Finseth (Vice-Chair)

Jacqueline Schaffter
Martin Maxwell (Camrose Council)
Joy-Anne Murphy (City Council)

Cheryl Dezall
Margaret Weir Andreassen
Amanda Haugen (Recorder)

Regrets:

Laurel Warkentin

Natalie Lockhart

Margaret Holliston

Call to Order: Chair Renee Greer called the meeting to order at 5:19 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 25/26 M/C Jacqueline Schaffter: Motion to approve the agenda as amended.

2. Approval of the Minutes of March 11, 2026

Motion 26/26 M/C Marty Maxwell: Motion to approve the Minutes of March 11, 2026 as circulated.

3. Board Feedback

4. Consent Agenda

a. Items for Information

i. Correspondence

a. Municipal Affairs and Housing Statutes Amendment Act 2026 – Dan Williams, Minister of Municipal Affairs

ii. Libraries in the News

a. Calgary Public Library moves forward with AI artist residency despite criticism <https://calgaryherald.com/news/calgary-public-library-moves-forward-ai-artist-residency-despite-criticism>

b. Potential cuts to prison libraries concerning advocates <https://www.ctvnews.ca/winnipeg/article/advocates-union-critical-of-potential-cuts-to-prison-libraries/>

c. [Alberta Public Libraries Condemn Act of Censorship – Coalition of Alberta Public Libraries Media Release](https://www.caplibraries.ca/newsroom/alberta-public-libraries-condemn-act-of-censorship)
<https://www.caplibraries.ca/newsroom/alberta-public-libraries-condemn-act-of-censorship>

b. Reports

i. Director's Report

ii. Collections Report

c. Business Arising from the Consent Agenda

d. Approval of the Consent Agenda

Motion 27/26 M/C Naomi Finseth: Motion to approve the consent Agenda.

5. Items for Discussion and Decision

a. Orientation and Continuing Education of Board and Staff Policy

Motion 28/26 M/C Jacqueline Schaffter: Motion to approve the policy as amended.

b. Community Facility Enhancement Program (CFEP) Grant Proposal

Alyssa presented a plan to apply for CFEP-Larger Grant to address building maintenance, including patched walls, new paint, some repaired/replaced flooring, and new or repaired furniture. Discussion had been held with the City about potentially adding the roof restoration.

Applying for CFEP-Large will require us to commit to an 8-year lease commitment. As the current 20-year lease expires this December, Alyssa is working to secure an early renewal to meet the application deadline.

As so directed by the Board, Alyssa will continue with applying for CFEP-Large.

After applying for CFEP, we can start spending the Fellowship funds for the furniture in the Children's section. If we do not receive the CFEP Grant, we will no longer be able to use spent funds as matching funds. There is a high expression of interest to complete the Fellowship purchase, so these purchases will move ahead as planned after May 16th.

c. Bill 28

The Board received information on Bill 28, which proposes new provincial oversight regarding appropriate access to library materials.

The Coalition of Alberta Public Libraries (CAP) is leading a coordinated response to the bill. The Board has directed Alyssa to follow CAP's direction.

It was noted that the library already maintains a request for reconsideration process for collection concerns; however, no such requests have been received in several years.

CBC has requested to do an interview with the Librarian at CPL.

The Board discussed hosting a public screening of the documentary The Librarians. The screening would ideally be followed by a facilitated Q&A session. Would like to look at inviting Kerri Danner (Library Director, Valleyview Municipal Library) or James Turk to facilitate the discussion. It was noted that James Turk has previously provided intellectual freedom training at CPL and is currently collaborating with CAP. The goal is to host this event prior to the summer.

- d. Donations, Sponsorship, and Naming Agreements – Policy and procedural discussion

Policy was reviewed and amended, to be presented at May's meeting for a motion to approve.

6. In-Camera Items for Discussion and Decision

7. Adjournment

May 13th Board meeting will be an important meeting. Approvals will be required for CPL 2025 Financials, which is needed to apply for CFEP-Large Grant as well as our annual provincial funding.

Alyssa will keep the board updated on Bill 28.

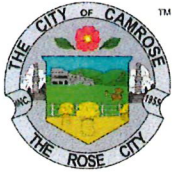
Reminder Board Orientation with PLSB is Wednesday, May 15th. PLSB will be here to answer questions anyone has about the Library Act.

Chair Renee Greer declared the meeting adjourned at 7:07pm.

Next regular Board meeting: May 13, 2026, 5:15pm

Renee Greer, Board Chair

Date



The City of
Camrose

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

May 5, 2026

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

Email: 

Re: Camrose City Council Appointment – Camrose Library Board

It was brought to Camrose City Council's attention that Councillor Joy-Anne Murphy's appointment to the Camrose Public Library Board does not conform to the requirements of the *Libraries Act*.

We wish to inform you at the May 5, 2026, Regular Council Meeting City Council passed the following motion:

Motion R181/26 THAT Council re-appoint Councillor Joy-Anne Murphy as the Council representative on the Camrose Public Library Board set to expire October 31, 2026, or at the pleasure of Council; AND further, that Council authorizes this re-appointment beyond three consecutive terms in accordance with the *Libraries Act*, this being Councillor Murphy's fifth consecutive term on the Board.

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: Alyssa Martin, Director, amartin@prl.ab.ca

Director's Report

2026.04.02 – 2026.05.06

Alyssa Martin

Bill 28 – Municipal Affairs and Housing Statutes Amendment Act, 2026

The provincial government of Alberta announced [Bill 28](#) on April 2 2026. Bill 28 is an omnibus bill that, among other things, allows the provincial government to:

- Restrict the public's access, use, and borrowing of public library property.
- Appoint library inspectors to inspect “any matter relating to the management, administration or operation of a public library, and to determine if a board is complying with this Act and the regulations. The inspectors may inspect the entirety of the library, the provision of public library services, and require employees to answer any questions.
- “On receiving the inspector's report, the Minister may make any order that the Minister considers appropriate”
- Deem any person who obstructs an inspector in the performance of their duties to be guilty of an offence.

The release of this proposed bill coincided with verbal reports that the government intends restrict access to asexually explicit images to those 15 and under, except with parental permission. The specifics of future regulations surrounding this statement have not been released, but they stated that all sexually explicit imagery must “go behind a desk”. No provincial funds have been announced, and no compliance timeline has been released.

Public libraries across Alberta are speaking through the voice of the Coalition of Alberta Public Libraries, which represents 99% of public libraries in Alberta. We have raised concerns regarding censorship, the feasibility of enacting these regulations, and privacy. A list detailing the Coalition of Alberta Public Libraries' concerns, media coverage, backgrounder on Bill 28, and action items can be found at www.capllibraries.ca Bill 28 poses meaningful and, in some instances existential, threats to the operations, autonomy and budgets of public libraries.

Actions Taken by Camrose Public Library

- Attempted to meet with MLA Lovely, but our April 10th meeting was canceled and no alternative times were offered despite a promise to do so.
- CPL Board sent a letter to the provincial government
- CPL Board requested that the City of Camrose Council pass a motion to send a letter to the provincial government
- CPL Board requested that Camrose County Council pass a motion to send a letter to the provincial government
- Released a series of social media posts provided by CAP Libraries

- Posted posters from CAP Libraries
- Dispersed bookmarks with information and action items from CAP Libraries to library patrons
- Dispersed physical backgrounders on Bill 28 and CAP Libraries to those who do not use computers/devices and the internet
- Director Martin did an interview in the Camrose Booster, released on April 21 2026
- Director Martin spoke with the community including with the Fellowship of the Camrose Public Library, Interagency Group, individuals at the library
- Director Martin attended an Alberta Public Library Administrators Council meeting with Public Library Service Branch to discuss concerns with the implementation of Bill 28.
- Educated staff on the potential outcomes of Bill 28, and keep them apprised of developments and CAP Libraries initiatives.
- Director Martin will be speaking at an event about censorship and Bill 28 in a panel discussion with Kerri Danner. The Fellowship of the Camrose Public Library and the Chester Ronning Center are hosting a screening of the documentary [The Librarians](#) on [June 3 2026 at the Lougheed Performing Arts Centre.](#)

CAP Libraries is asking everyone to reach out to the Premier of Alberta, the Minister of Municipal Affairs, and their local MLA to voice their opposition to Bill 28. The public can also send a digital postcard expressing their opposition at <https://www.caplibraries.ca/stand-up-for-albertas-public-libraries>

Related Plan of Service Goals

Goal 1: Sustainable Stewardship

- Objective 1: Strengthen relationships and advocacy with funders to show our value and critical contributions to a thriving region.
- Objective 2: Assess and implement sound organizational and financial processes

Goal 2: Future Facility Planning

- Objective 1: Advocate and plan for a new library facility that is safe, welcoming, efficient, and meets the future needs of the community.
- Objective 3: Maintain or expand access to technology and internet

Goal 3: Staff Supports & Development

- Objective 2: Ensure a safe and supported work environment
- Objective 3: Meet service needs with adequate staff levels and competencies

Goal 4: Service & Resource Delivery

- Objective 1: Restore or expand operational hours, programming, and collection size to 2019 levels.
- Objective 2: Diversify program offerings.
- Objective 3: Uphold and champion the tenets of access, intellectual freedom, free services, and accessible spaces.
- Objective 4: Maintain our friendly and welcoming vibe.

Goal 5: Community Partnerships & Outreach

- Objective 1: Maintain and expand valued partnerships and collaborations that address and meet community needs within the Camrose region

Working on Community Facility Enhancement Program Application

CPL is in need of new furniture and some work done on our building. This application required assessing CPL's current needs, including the needs of staff, the public, and future-proofing alterations. Choices were made to help us best respond to a space that is too small for our needs, the possibility of moving to a new space within the next 10 years, and potential ramifications of Bill 28 altering our building requirements and workflow interruptions. We also solicited the procurement of many quotes, discussions with the City of Camrose regarding our lease and letter of support, and requesting letters of support from community partners. See Briefing Note for project details.

Related Plan of Service Goals

Goal 1: Sustainable Stewardship

- Objective 1: Strengthen relationships and advocacy with funders to show our value and critical contributions to a thriving region.
- Objective 2: Assess and implement sound organizational and financial processes.
- Objective 3: Diversify revenue opportunities to provide stability and resiliency for library services.

Goal 2: Future Facility Planning

- Objective 1: Advocate and plan for a new library facility that is safe, welcoming, efficient, and meets the future needs of the community.
- Objective 2: Address immediate concerns in current building for accessibility, safety, and comfort.
- Objective 3: Maintain or expand access to technology and internet.

Goal 3: Staff Supports & Development

- Objective 2: Ensure a safe and supported work environment

Goal 4: Service & Resource Delivery

- Objective 2: Diversify program offerings.

- Objective 3: Uphold and champion the tenets of access, intellectual freedom, free services, and accessible spaces.
- Objective 4: Maintain our friendly and welcoming vibe.

Goal 5: Community Partnerships & Outreach

- Objective 1: Maintain and expand valued partnerships and collaborations that address and meet community needs within the Camrose region
- Objective 2: Foster mutual relationships with the Camrose area business community.

Summer Reading Program, Marketing, Donations and Donor Recognition

The final brand touches will be put on our Book Bike soon, and then CPL will be officially launching our new book bike and pilot bikes! Our summer students started at the beginning of May, and our summer kick-off party (June 23) will be our launch evening. We will recognize the many generous donors and funding bodies that make our summer reading program possible, and celebrate the start of the season with pizza (subsidized and provided by Dominos), a bike parade, and a few official remarks.

In order to help promote the amazing resources, services and values that CPL offers and upholds, 4Imprint and a private donor have awarded us a grant and donation to purchase T-Shirts for our staff, volunteers, board, friends of the library and donors. These shirts will be worn at our Jaywalkers booth, during the launch party, and throughout the summer to help spread the word that CPL is about more than books.

Project Donors

- The Young Canada Works Program (~\$26,500) – Funding to help pay for our Book Bike Pilots
- The Allard Foundation (\$13,000) – Everything we need to get the Book Bike into the community! Pilot Bike #1, the WIFI hub, bike batteries, books etc.
- Cargill Cares (\$10,000) – Funds for the new Book Bike
- The Battle River Community Foundation (\$3,800) – Pilot Bike #2

Related Plan of Service Goals

Goal 1: Sustainable Stewardship

- Objective 1: Strengthen relationships and advocacy with funders to show our value and critical contributions to a thriving region.
- Objective 2: Assess and implement sound organizational and financial processes.
- Objective 3: Diversify revenue opportunities to provide stability and resiliency for library services.

Goal 2: Future Facility Planning

- Objective 3: Maintain or expand access to technology and internet.

Goal 3: Staff Supports & Development

- Objective 1: Attract and retain skilled staff.
- Objective 3: Meet service needs with adequate staff levels and competencies.

Goal 4: Service & Resource Delivery

- Objective 1: Restore or expand operational hours, programming, and collection size to 2019 levels
- Objective 2: Diversify program offerings.
- Objective 3: Uphold and champion the tenets of access, intellectual freedom, free services, and accessible spaces.
- Objective 4: Maintain our friendly and welcoming vibe.

Goal 5: Community Partnerships & Outreach

- Objective 1: Maintain and expand valued partnerships and collaborations that address and meet community needs within the Camrose region
- Objective 2: Foster mutual relationships with the Camrose area business community.
- Objective 3: Explore and increase marketing and advertising opportunities.
- Objective 4: Bring library services into the community to meet people where they are.



May 2026 Service Desk Report

Onboarding & Ongoing Staff Training

February: a staff member attended the virtual training session “Beyond the basics: Unlocking the magic of Libby,” aimed at helping library staff enable patrons to maximize the use of one of our eBook and eAudio platforms.

March: a staff member attended Parkland’s training for using Transparent Language Online, one of our eLibrary platforms.

April (and May): several of our staff are participating in virtual training on Universal Class, a new e-resources available through Parkland. Universal Class offers our patrons 600+ courses, in which they can learn new skills and earn Continuing Education Units covering a wide variety of topics.

Two of our staff did in person acquisitions training with Parkland staff when they were at CPL for weeding. These two staff took on the ordering for our Children’s collection in the fall of last year.

Parkland Process Updates & Impacts on Library & Staff

Transit Materials Processing: Parkland has offered member libraries the option to print transit receipts to mark items being sent through the Parkland transit system, rather than using the current system of reusable paper flags. We have decided to continue using the paper flags, as our staff is very efficient at using the flags, and they are reusable and more cost effective as they are supplied by Parkland.

Software: Parkland has replaced the software that is used to manage patron time and session usage on public-use computers. Other than a new login screen, the software provides the same features.

Upcoming Plans

Summer Students Circulation Training: The Service Desk Supervisor and Circulation staff will be providing circulation and collection training for our summer students. The SRP staff are scheduled to shadow circulation staff over



the next three weeks. We are looking forward supporting their programs and to the energy they bring to CPL.

Professional Development: Our next PD day is May 27. Several Parkland staff will present advanced training on our circulation software, Polaris LEAP. Increasing our system knowledge will enable our staff to work more effectively and efficiently in Polaris, which in turn will support smoother and more positive patron interactions. Parkland will also be providing collection organization and management training, helping us to assess and improve our workflow and practices, making sure they are intuitive and easy to maintain. We are also planning safety training and education about the potential impacts of Bill 28, as well as the recent changes to privacy legislation.

Circulation Statistics

Daily visit Averages (and hourly based on operational hours in brackets):

| | February | March | April |
|----------------|----------|----------|----------|
| Mondays (9) | 329 (37) | 310 (35) | 331 (37) |
| Tuesdays (10) | 286 (29) | 318 (32) | 342 (34) |
| Wednesdays (9) | 278 (31) | 305 (34) | 339 (38) |
| Thursdays (9) | 293 (33) | 287 (32) | 297 (33) |
| Fridays (8) | 289 (36) | 280 (35) | 284 (35) |
| Saturday (5) | 226 (45) | 242 (48) | 167 (33) |

Daily Circulation Averages data for February, March and April are on the following pages.



Camrose Public Library

Monthly Stats

February 2026

| Circulation | Feb 2026 | Feb 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-----------------------|-------------|--------------|--------------|--------------|---------------------|---------------------|
| Adult Material | 4582 | 5225 | 9925 | 11050 | -1125 | -10% |
| Young Adult Material | 341 | 346 | 731 | 673 | 58 | 9% |
| Juvenile Material | 4589 | 4494 | 9761 | 10818 | -1057 | -10% |
| Realis Items Borrowed | 127 | 177 | 250 | 344 | -94 | -27% |
| Relais Items Sent | 36 | 28 | 59 | 63 | -4 | -6% |
| Total | 9675 | 10270 | 20726 | 22948 | -2222 | -10% |

| Econtent | Feb 2026 | Feb 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-------------------------|-------------|-------------|-------------|-------------|---------------------|---------------------|
| Cloud Library/RBDigital | 325 | 405 | 723 | 846 | -123 | -15% |
| Overdrive | 1607 | 1425 | 3404 | 3012 | 392 | 13% |
| Total | 1932 | 1830 | 4127 | 3858 | 269 | 7% |

| Circulation by Residence | Feb 2026 | Feb 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|--------------------------|-------------|--------------|--------------|--------------|---------------------|---------------------|
| City of Camrose | 7917 | 8356 | 17071 | 17456 | -385 | -2% |
| County of Camrose | 2055 | 2403 | 4563 | 4794 | -231 | -5% |
| Outside City/County | 24 | 67 | 70 | 148 | -78 | -53% |
| ME | 0 | 0 | 0 | 2 | -2 | -100% |
| Total | 9996 | 10826 | 21704 | 22400 | -696 | -3% |

| Miscellaneous | Feb 2026 | Feb 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|----------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| Visitors | 8308 | 7458 | 15744 | 16125 | -381 | -2% |
| WiFi Users | 7188 | 8641 | 16272 | 17114 | -842 | -5% |
| Internet Users | 674 | 883 | 1425 | 1907 | -482 | -25% |
| Exams | 22 | 20 | 33 | 38 | -5 | -13% |
| Total | 16192 | 17002 | 33474 | 35184 | -1710 | -5% |



Camrose Public Library

Monthly Stats

March 2026

| Circulation | Mar 2026 | Mar 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-----------------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| Adult Material | 5416 | 5465 | 15341 | 16515 | -1174 | -7% |
| Young Adult Material | 341 | 392 | 1072 | 1065 | 7 | 1% |
| Juvenile Material | 5965 | 5314 | 15726 | 16132 | -406 | -3% |
| Relais Items Borrowed | 181 | 154 | 431 | 498 | -67 | -13% |
| Relais Items Sent | 28 | 20 | 87 | 83 | 4 | 5% |
| Total | 11931 | 11345 | 32657 | 34293 | -1636 | -5% |

| Econtent | Mar 2026 | Mar 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-------------------------|-------------|-------------|-------------|-------------|---------------------|---------------------|
| Cloud Library/RBDigital | 371 | 459 | 1094 | 1305 | -211 | -16% |
| Overdrive | 1775 | 1473 | 5179 | 4485 | 694 | 15% |
| Total | 2146 | 1932 | 6273 | 5790 | 483 | 8% |

| Circulation by Residence | Mar 2026 | Mar 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|--------------------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| City of Camrose | 9324 | 9264 | 26395 | 26720 | -325 | -1% |
| County of Camrose | 2311 | 2633 | 6874 | 7427 | -553 | -7% |
| Outside City/County | 19 | 63 | 89 | 211 | -122 | -58% |
| ME | 0 | 1 | 0 | 3 | -3 | -100% |
| Total | 11654 | 11961 | 33358 | 34361 | -1003 | -3% |

| Miscellaneous | Mar 2026 | Mar 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|----------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| Visitors | 7284 | 9442 | 23028 | 25567 | -2539 | -10% |
| WiFi Users | 11013 | 11343 | 27285 | 28457 | -1172 | -4% |
| Internet Users | 895 | 1078 | 2320 | 2985 | -665 | -22% |
| Exams | 8 | 19 | 41 | 57 | -16 | -28% |
| Total | 19200 | 21882 | 52674 | 57066 | -4392 | -8% |



Camrose Public Library

Monthly Stats

April 2026

| Circulation | Apr 2026 | Apr 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-----------------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| Adult Material | 5076 | 5044 | 20417 | 21559 | -1142 | -5% |
| Young Adult Material | 377 | 332 | 1449 | 1397 | 52 | 4% |
| Juvenile Material | 4988 | 4649 | 20714 | 20781 | -67 | 0% |
| Relais Items Borrowed | 84 | 108 | 515 | 606 | -91 | -15% |
| Relais Items Sent | 40 | 31 | 127 | 114 | 13 | 11% |
| Total | 10565 | 10164 | 43222 | 44457 | -1235 | -3% |

| Econtent | Apr 2026 | Apr 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|-------------------------|----------|-------------|-------------|-------------|---------------------|---------------------|
| Cloud Library/RBDigital | | 409 | 1094 | 1714 | -620 | -36% |
| Overdrive | | 1486 | 5179 | 5971 | -792 | -13% |
| Total | 0 | 1895 | 6273 | 7685 | -1412 | -18% |

| Circulation by Residence | Apr 2026 | Apr 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|--------------------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| City of Camrose | 8859 | 8337 | 35254 | 35057 | 197 | 1% |
| County of Camrose | 2211 | 2162 | 9085 | 9589 | -504 | -5% |
| Outside City/County | 17 | 9 | 106 | 220 | -114 | -52% |
| ME | 1 | 93 | 1 | 96 | -95 | -99% |
| Total | 11088 | 10601 | 44446 | 44962 | -516 | -1% |

| Miscellaneous | Apr 2026 | Apr 2025 | 2026 YTD | 2025 YTD | Under/ Over 2025 | % Chg. Over 2025 |
|----------------|--------------|--------------|--------------|--------------|---------------------|---------------------|
| Visitors | 6579 | 8103 | 29607 | 33670 | -4063 | -12% |
| WiFi Users | 11979 | 10400 | 39264 | 38857 | 407 | 1% |
| Internet Users | 704 | 926 | 3024 | 3911 | -887 | -23% |
| Exams | 22 | 21 | 63 | 78 | -15 | -19% |
| Total | 19284 | 19450 | 71958 | 76516 | -4558 | -6% |

Krystal Shirley
 Service Desk Supervisor
 Camrose Public Library

May 2026 Occupational Health & Safety Report

1. Incidents & Responses (If Serious or Trends)

Two days in a row we had interactions with two teenage female patrons in the washroom, who we were believed to be vaping. The first day they set off the smoke alarm and were unsure why it went off. The next day there were two other female teenagers exiting the washroom when a staff member walked in and could smell what they believe to be strawberry vape. Staff have been made aware to try and stop patrons from entering the bathroom together as well as to document these incidents and hopefully catch patron names.

2. Emergency Response Plan & Training

OH&S is happy to report that Emergency Response Plan and the Situational Response Plan are complete. They have been printed off and placed in the Orange Binders for the staff to access during an emergency.

3. Facility Related OHS Concerns

Air Quality

Interior air quality concerns were raised with the City in early 2025. On March 24th an air quality test was completed by Finley Home Inspections. The report came back stating that there was no evidence of indoor fungal amplification, and there are no corrective or remediation action are recommended. We have reached back out to the City and asked if there are currently any considerations being made to bring fresh air into the building. As CPL is lacking air circulation and though there was a concern with air quality such as the testing that was done, but there remains a concern of air circulation, fresh air, and CO2 levels.

Fire Inspection (May 2025)

Several minor items from the May 2025 fire inspection remain outstanding:

- a. Adjustment of the west upstairs exit door to ensure proper closure. **This work was completed May 1, 2026.**
- b. Sealing of mechanical penetrations through fire separations in the furnace and elevator rooms, including drywall replacement in the furnace room. **Drywall is still to be done, have not heard a date.**

Confirmation of a completion timeline for the outstanding item has not yet been received from The City of Camrose.

Building Maintenance

- a. A new tap has been places in washroom #4. The old tap had started to deteriorate and had a hole that was not safe for patrons who may have touched it.
- b. Concerns with the elevator door in the basement, this has been brought to the Cities attention and they have reached out to OTIS for further steps.



- c. Light covering fell on January 27th in the adult fiction section, job has been viewed but not completed to date.

4. Notable OHS Committee Updates

The OHS committee had move to bimonthly meetings, instead of monthly meetings. In hopes to use the meeting time that would have been had to be used to complete some work.

5. Other OHS Training

Kathy finished her Joint Health and Safety Committee Representative Fundamentals course April 22.

May 27th is our staff PD-day, this day will include a Fire Drill! We hope to have the Camrose Fire Department join us!

Amanda Haugen
Executive Assistant
OH&S Co-Chair
Camrose Public Library

April 14, 2026

Hon. Danielle Smith

Premier of Alberta
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Hon. Dan Williams

Minister of Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Sent via email to: premier@gov.ab.ca; minister.municipalaffairs@gov.ab.ca

Re: Bill 28 and Local Library Governance

Dear Premier Smith and Minister Williams,

The City of Camrose Library board would like to voice our concerns regarding Bill 28, the Municipal Affairs and Housing Statutes Amendment Act, and its implications for public libraries and local governance.

Library boards are made up of publicly appointed individuals who know our community, and we ensure that our community's needs and values are reflected in library governance, policy, and services. Simultaneously, we uphold the tenets of intellectual freedom, and ensure that professional standards guide library operations.

Bill 28 displaces Alberta's time-tested model of locally governed and community-led public libraries in favour of a centralized, government-led model that overlooks the unique needs of rural libraries, and imposes provincial control over what our community can access.

Public libraries already support parental responsibility through curated and separated collections, locally determined policies, trained staff, and established request for

reconsideration processes. Imposing province wide rules that create paperwork and restrict access to library materials constitutes censorship, regardless of whether materials remain physically present in library buildings, and creates new barriers to lawful access for adults and youth alike.

As board members, we are particularly concerned about the governance, privacy, and operational impacts of Bill 28. Proposed requirements related to age verification, inspection, or staff gatekeeping risk undermining the confidentiality of library use, creating inequities for families and caregivers, and placing unworkable burdens on rural libraries, such as ours, that operate with limited staff and resources. While library boards remain legally accountable for library services, Bill 28 strips boards and professional staff of meaningful decision-making authority, creating a clear misalignment between responsibility and authority.

Locally appointed boards, made up of members of our community, are best situated to respond to local concerns about age-appropriate access. Addressing these concerns, while also respecting parental responsibility and protecting privacy, is possible. We respectfully urge the Province to pause implementation of Bill 28, and engage directly with public libraries, library boards, and municipalities before proceeding further.

Thank you for your consideration. We remain committed to constructive dialogue and to ensuring strong, trusted public libraries for all Albertans.

Respectfully,



Renee Greer

Chair, City of Camrose Library Board

cc:

Deputy Minister, Municipal Affairs

Director, Public Library Services Branch

For Decision – Donations, Sponsorships and Naming Agreements Policy

Issue:

Suggested amendments to the Donations, Sponsorships and Naming Agreements Policy are presented.

Background:

Amendments to the policy to increase clarity were discussed in the April 2026 board meeting. The suggested amendments were made in the attached document.

Recommendations:

Approve the policy as amended.

Proposed Motion:

"I move that the *Donations, Sponsorships and Naming Agreements Policy* be approved as amended."



Donations, Sponsorship, and Naming Agreements Policy

This policy was approved on December 10, 2025.

Purpose

The purpose of this policy is to enable patrons, charitable organizations, and businesses to contribute to Camrose Public Library by establishing clear guidelines for the acceptance and management of donations, sponsorships, and naming agreements.

1. General Guidance

- 1.1. The Camrose Public Library (CPL) welcomes and encourages donations and sponsorships from individuals, groups, businesses, foundations, and corporations.
- 1.2. CPL welcomes donations so long as they comply with the Regulations of the Canada Revenue Agency governing charities.
 - 1.2.1. This includes gifts of cash, gifts-in-kind, etc.
 - 1.2.2. CPL will issue general receipts for gifts-in-kind upon request when proper appraisal information is available. Appraisals will be the responsibility of the donor for gifts-in-kind.
- 1.3. CPL welcomes all forms of support. Unrestricted donations are encouraged because they allow the library to determine the areas of greatest impact. Restricted and capital gifts are also accepted and will be used in accordance with donor intent.
- 1.4. CPL reserves the right to redirect monetary gifts where they will be best utilized or refuse gifts at the library's discretion.
- 1.5. This policy does not apply to grants or funds obtained from various levels of government.

2. Donations/Gifts

- 2.1. A donation is defined as a voluntary transfer of property to the library, made without the expectations that any benefit will accrue to the donor or anyone designated by the donor. The terms donation and gift shall be used interchangeably in this document.
- 2.2. Cash Donations
 - 2.2.1. Donations of \$20 and over will be eligible for an income tax receipt.
 - 2.2.2. Donations can be made physically in the library or online at <https://www.canadahelps.org/en/charities/camrose-public-library-board/>

- 2.2.2.1. Canada Helps is a non-profit organization that facilitates online donations for charities. In return, Canada Helps retains a small percentage of each online donation to support their efforts.
- 2.3. Books or Other Materials Donations
 - 2.3.1. Donations of books or other library materials must meet the library's selection criteria.
 - 2.3.1.1. Donations may be refused at the discretion of CPL.
 - 2.3.2. The acceptance, use, location, and disposition of library materials are at the discretion of the Library Director or designate.
 - 2.3.3. Individuals who donate gifts of library materials will not normally be issued a charitable tax receipt.
- 2.4. No benefit of any kind may be provided to the donor or designate except where the benefit is of nominal value, per the Canada Revenue Agency, defined as the lesser of \$75 or 10% of the amount of the gift.

3. Unrestricted Donations

- 3.1. An unrestricted donation is a material or monetary gift given to the library to be used at the discretion of the library.
- 3.2. Unrestricted donations will be placed in the current annual operating fund.
 - 3.2.1. The Library Director has the authority to designate unrestricted donations up to a value of \$5000 annually.
 - 3.2.2. Any unrestricted gifts over \$5000 annually will be brought to the board with allocation recommendations for approval.
- 3.3. Unless otherwise specified, all incoming donations are considered unrestricted.

4. Restricted Donations

- 4.1. A restricted donation is a material or monetary gift given for a specific purpose designated by the donor.
- 4.2. All restricted or designated gifts shall be used for the purposes for which they were given unless CPL has obtained appropriate authorization to use them for other purposes.
 - 4.2.1. Alternative uses will be discussed where possible with the donor.
- 4.3. CPL reserves the right to decline a gift if the restrictions of the gift will result in excessive capital or operating costs to be incurred.
 - 4.3.1. In such cases, donors will be encouraged to consider alternative options.
- 4.4. The library director has the authority to accept restricted donations up to \$5000.
- 4.5. Restricted donations above \$5000 must be approved by the library board prior to acceptance.
- 4.6. For restricted donations of \$5000 or more, a memorandum of understanding must be put into place, outlining:
 - 4.6.1. the designated use of the gift,

- 4.6.2. a timeframe for the use of the gift,
- 4.6.3. the form of any recognition to be provided for the gift, and
- 4.6.4. any additional conditions or requirements of the library board or donor.

5. Sponsorship

- 5.1. Sponsorship is defined as a mutually beneficial exchange between the library and an external organization or individual (the sponsor) whereby the sponsor contributes funds, products, or in-kind services to the library in return for recognition, acknowledgement or other promotional consideration. Sponsorships may involve a more general association between the sponsor and the library or an agreement regarding specific programs, events, services, activities, spaces, or materials.
- 5.2. CPL encourages members of the business community and other organizations to support the library through the establishment of sponsorships, providing financial or in-kind contributions to enhance Library services, collections, and programs.
- 5.3. Sponsors are required to have sponsorship agreements and need to align with library policies and practices.
 - 5.3.1. Agreements should detail the lifetime of the sponsorship, any renewal process, physical display of the acknowledgement, process for any change of ownership, termination of the sponsorship and conditions therefor, and the amount of the sponsorship.
 - 5.3.2. Only the name of the sponsor may be displayed in physical items or spaces.
 - 5.3.2.1. Sponsor logos may only be used on posters, website, or social media acknowledgement.
- 5.4. The Director can allocate sponsorship funds or materials \$2,000 and under. Anything exceeding \$2,000 will be allocated at the discretion of the Board.
- 5.5. Sponsors may not influence the goals and objectives of the library and/or its programs and services.
- 5.6. Entering into sponsorship agreements does not suggest any endorsement of sponsor products or services by Camrose Public Library.
- 5.7. The library will not relinquish to a sponsor any aspect of the library's right to manage and control any of its assets, facilities, programs, services, staff, or volunteers.
- 5.8. Sponsorship may not be conditionally-based on library performance outcomes.
- 5.9. Tax receipts are not issued for such contributions (CRA regulations), but the library will issue a general business receipt upon request.

- 5.10. CPL endorses the Canadian Library Association's Statement on Corporate Sponsorship Agreements in Libraries, and adheres to the principles outlined in that document (see Schedule A).
- 5.11. The Library reserves the right to refuse any sponsorship that it, in its sole discretion, considers to be inappropriate or unsuitable to the advancement of the mission and objectives of the Library.

6. Naming Agreements

- 6.1. A naming agreement is defined as a legal contract where a company or individual purchases the exclusive right to name a facility, event, or asset for a specified period of time in exchange for payment.
- 6.2. All naming rights agreements require the approval of the library board.
- 6.3. To respect the City of Camrose's leadership role in funding libraries, the library board will consult with City Council before approving any naming rights agreement for a library facility.
 - 6.3.1. The library board, at their discretion, may or may not consult with City Council before approving a naming rights agreement for a major element within a facility.
- 6.4. All naming rights agreements will be for a limited term that will be outlined in a Memorandum of Understanding.
- 6.5. The board reserves the right to revoke a naming decision if it constitutes a significant and continuing impairment to the library's reputation or if the agreed-upon contributions are significantly reduced.
- 6.6. All naming signage will be consistent with the library logo and branding.
 - 6.6.1.1. Only the name, and not the logo, of an organization or individual will be used on any signage. This is in order to protect the integrity of the Camrose Public Library's brand, limit confusion over the nature of facilities, and avoid the perception of advertising.
 - 6.6.1.2. Logos may only be used on posters, website, or social media acknowledgement, but the terms of such use must be clearly outlined in the memorandum of understanding.
- 6.7. The Director can allocate naming agreement funds or materials \$2,000 and under. Anything exceeding \$2,000 will be allocated at the discretion of the Board.
- 6.8. The Library reserves the right to refuse any naming agreements that it, in its sole discretion, considers to be inappropriate or unsuitable to the advancement of the mission and objectives of the Library.

7. Recognition Guidelines

- 7.1. Donor recognition will not be extravagant. In accordance with Canada Revenue Agency regulations, CPL will limit expenditures for recognition devices and systems to not more than 3% of the value of the gift.
- 7.2. CPL will respect the wishes of persons and organizations that wish to remain anonymous in respect to being publicly identified as a supporter and/or having the amount of their contribution publicly disclosed.

8. Guide for Receipts

| Contribution Type | Receipt Provided |
|--------------------------|---|
| Cash Donation | Official Charitable Tax Receipt |
| Gift-in-Kind Donation | Official Charitable Tax Receipt if requested (fair-market value, donor must provide appraisal documents) |
| Sponsorship | Business Receipt (not eligible for charitable tax receipt) |
| Naming Agreement | Business Receipt (not eligible for charitable tax receipt) |

References

Corporate Sponsorship. EPL. (n.d.). https://www2.epl.ca/public-files/policies/board-policies/corporate_sponsorship_b-2022.pdf

Donations & Sponsorships. Fort Saskatchewan Public Library. (2025, June 25). <https://fspl.ca/about/documents-and-policies/>

Donations, Gifts, and Sponsorship Policy. Grimsby Public Library. (n.d.). <https://www.grimsbylibrary.ca/about-us/policies-and-documents/>

Sponsorship Policy, Toronto Public Library. (2025, March 24).

<https://tpl.ca/policies-and-terms-of-use/sponsorship-policy/>

Schedule A

Canadian Library Association / Association canadienne des bibliothèques Position Statement on Corporate Sponsorship Agreement in Libraries

Approved by Executive Council ~ June 21, 1997

Libraries enrich lives, provide information needed for work and daily living, and foster informed communities which are essential to a democratic society. In recognition of this important function, communities support libraries through public funding. The library's first priority is to ensure the continuation and growth of this primary relationship -- public funding for the public good.

CLA encourages and supports advocacy to maintain and develop public funding as the principal source of support for public, school, academic and government libraries.

Publicly funded libraries can and do explore other sources of funding, such as grants, gifts, donations, partnerships and sponsorships, to ensure that they provide the best possible services to their communities. Corporate sponsorships are one source of additional support that allows libraries to enhance the level, extend the range, or improve the quality of library service.

To ensure that partnerships enhance the library's image and add value to library services, libraries need to develop policies and sponsorship agreements that outline the conditions and the benefits of the sponsorship arrangement.

CLA believes that the following principles are important in developing sponsorship policies and agreements. Libraries have a responsibility to:

1. demonstrate that sponsors further the library's mission, goals, objectives and priorities, but do not drive the library's agenda or priorities.
2. safeguard equity of access to library services and not allow sponsorship agreements to give unfair advantage to, or cause discrimination against, sectors of the community.
3. protect the principle of intellectual freedom and not permit sponsors to influence the selection of collections, or staff advice and recommendations about library materials, nor require endorsement of products or services.
4. ensure the confidentiality of user records by not selling or providing access to library records.
5. be sensitive to the local political and social climate and select partners who will enhance the library's image in the community.

Amendment History

| | | | |
|---|--|------------------------|--------------------------------------|
| Effective Date: December 10, 2025 | Donations, Sponsorships, and Naming Agreements Policy | C. MacDonald | Board Approval December 10, 2025. |
| Date of Update: May 3, 2026 | Updated 5.4 & 5.10 Added dollar amounts to Director's approval. Reworded 6.7 & 6.8 compacting reasons to refuse going into an agreement. | A. Martin A. Haugen | Board Approval |
| | | | |

Appendix A: Camrose Public Library Sponsorship Opportunities

| Item | Examples | Duration | Suggested Value | Annual Opportunities | Suggested Recognition Parameters |
|----------------|---|-----------------------|-----------------|----------------------|--|
| Book | A hardcover item of the library's choice. | Lifetime of the item. | \$30 | 1000 | A 2 cm x 8 cm nameplate on the inside of the cover, stating either "Sponsored by" or "Dedicated to" followed by the handwritten name of the donor or honouree. |
| Kit | A library of things kit, such as a birdwatching nature kit. | Lifetime of the item. | \$200 | 4 | A 4 cmx 8 cm label on the bag or box, stating either "Sponsored by" or "Dedicated to" followed by the handwritten name of the donor or honouree, and 2 cm x 8 cm nameplates in all books included in the kits. |
| Single Shelf | A single shelf of books in any collection. | 1 Year | \$100 | 100 | A 2cm x 10 cm nameplate on the shelf, stating either "sponsored by" or "dedicated to" followed by the name of the donor or honouree, followed by the period of the sponsorship (ex. 2026-2030). The library reserves the right to move the nameplate to another shelf. |
| Endcap Shelves | The end-cap of a row of books. | 1 Year | \$1000 | 8 | A 3" x 11" nameplate on the endcap, stating either "sponsored by" or "dedicated |

| | | | | | |
|---|--|--------------|---------|----|--|
| | | | | | to" followed by the name of the donor or honouree, followed by the period of the sponsorship. |
| Event – Small (Estimated ~20 People) | Author Reading | Single Event | \$250 | 10 | Company Name & Logo on the single event poster and in social media posts about the program, with a thank you social media post following the event. |
| Event – Large (Estimated 75-250 People) | Summer Kick Off Party or Holiday Party | Single Event | \$2500 | 2 | Company Name & Logo on the special event poster and in social media posts about the program, with a thank you social media post. An ad in a local paper in advance of the event that contains the company name & logo. |
| Ongoing Program - Monthly | Unplanned Band, Climate Cafe | 1 Year | \$750 | 2 | Company Name & Logo on the program poster for a period of 12 months, and in social media posts about the program, with a thank you post announcing the new or renewed sponsor. |
| Ongoing Program - Weekly | Books & Bounces, Saturday Crafternoons | 1 Year | \$1,500 | 6 | Company Name & Logo on the program poster for a period of 12 months, and in social media posts about the program, with a thank you |

| | | | | | |
|---|--|--------------|----------|---|--|
| | | | | | post announcing the new or renewed sponsor. |
| Ongoing Program – Multiple Days of the Week | Something Cool After School | 1 Schoolyear | \$5000 | 1 | Company Name & Logo on the program poster for the full schoolyear, and in social media posts about the program, with a thank you post announcing the new or renewed sponsor, and a thank you social media post & in the Booster at the end of the school year. |
| Ongoing Program - Seasonal | Summer Programming (Book Bike) | 1 Summer | \$10,000 | 1 | Company Name & Logo on the program poster for the full summer, and in social media posts about the program, with a thank you post announcing the new or renewed sponsor. An ad in the Booster promoting the program at the start of the season with company name & logo. A thank you social media post. at the end of the school year. |
| Print Publication – Mindmasters Newsletter | Monthly newsletter designed for seniors. Approximately ~150 circulated monthly (number | 1 Year | \$750 | 1 | Company Name & Logo in each of the 12 issues of the Mindmasters newsletter. Social media posts about the program, and a thank you post announcing the new or renewed sponsor. |

| | | | | | |
|--|--|--------|--------|---|---|
| | subject to change) | | | | |
| Room in the Library - The CAVE | Small community office, 3-4 person capacity. | 1 Year | \$1000 | 1 | A 3" x 11" nameplate beside the door to the room, stating either "sponsored by" or "dedicated to" followed by the name of the donor or honouree, followed by the period of the sponsorship. |
| Room in the Library - The Sunroom | Medium meeting room, 5-10 person capacity. | 1 Year | \$2000 | 1 | A 3" x 11" nameplate beside the door to the room, stating either "sponsored by" or "dedicated to" followed by the name of the donor or honouree, followed by the period of the sponsorship. |
| Room in the Library - The Storytime Room | Medium Meeting room, 10-20 person capacity. | 1 Year | \$3000 | | A 3" x 11" nameplate beside the door to the room, stating either "sponsored by" or "dedicated to" followed by the name of the donor or honouree, followed by the period of the sponsorship. |

For Decision – 2025 Financial Statements Review

Issue:

CPL has our books reviewed annually by Doane Grant Thornton LLP. This review must be approved by the board annually and sent to funders.

Background:

2025 was the first year with our organization's restructure, new financial software, contracting TAL, and new reporting processes. These documents the official end to our first fiscal year with this structure, and offers us an opportunity to review our procedures and adjust accordingly for 2026.

CPL has a surplus of \$72,092 for 2025. We received our review from Doane Grant Thornton LLP on May 6, 2026, so I have not had the time to look into the specifics, or learn about our options in depth. I have taken a very preliminary look at our financials and have determined that this surplus is likely the result of many budget lines. I have reached out to TAL and requested a meeting to go through the year's financials and adjust procedures as necessary.

The approval of our annual financial review by the board is required in order for us to apply for our provincial funding. Our provincial funds account for 11.65% of our annual operating budget (\$113,955). The application deadline for that funding is June 15th 2026.

Option 1: Approve financials as is

Considerations and risks:

This would ensure we meet our PLSB deadline, but without having time to account for the surplus I cannot say whether things have been coded in a way that best reflects our finances.

Financial Implications for each option:

Approving the financials assures we have no delays to receiving our provincial funds, and have the financials on hand for grant applications. Approved financials was necessary for CFEP Large, but bank statements are sufficient for CFEP Small.

Option 2: Spend more time looking at the financials, and approve in June

Considerations and risks:

If grants and donations should have been deferred to 2026 and were not, a revised statement would better reflect the financial record of CPL, which may influence grant and funder decisions.



Financial Implications:

There is the risk that our provincial funds are distributed late, and we may need to pay more to Doane Grant Thornton LLP and TAL to do the increased investigation (tbd).

Recommendations:

I recommend option 1. A written explanation of the surplus can be given to funders for future grant requests.

Proposed Motion:

"I move that the City of Camrose Library Board approve the 2025 Financial Statements as presented."

