

**ALBERTA LIBRARY TRUSTEES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
January 20, 2022  
Zoom meeting  
7:00 p.m. – 9:00 p.m.**

**ONLINE:** Jenn Anheliger – President; David Atkinson; Bob Green; Denise Joudrey; Wendy Kalkan; Sandra Marin; Hank Smit; Bill Windsor; Renee LeBlanc – Recorder

Chris Howells joined the meeting at 7:44 p.m.  
David Atkinson left the meeting at 8:27 p.m.

Regrets: Jocelyn Phu

**1. Call to Order**

As a quorum was present, J. Anheliger called the meeting to order at 18:04 hours.

**2. Adoption of Agenda**

There were no additions, amendments, or deletions to the agenda.

**MOTION: The agenda is approved as presented / amended.**

**Moved by: Hank Smit ..... CARRIED UNANIMOUSLY**

**3. Approval of Minutes**

3.1 Approve Board of Directors meeting minutes of November 18, 2021.

**MOTION No.: To approve the Board of Directors meeting minutes of November 18, 2021 as presented / amended.**

**Moved by: Wendy Kalkan ..... CARRIED UNANIMOUSLY**

**4. Communications**

A communications update was provided.

**4.1 Email from Calgary Public Library**

**Action Item 1:** Jenn to follow-up with the Chair of Calgary Public Library in the spring for the CPL representative to ALTA.

**5. Reports**

5.1 The President's report was presented.

**MOTION No.: To accept the President's report as presented.**

**Moved by: Bob Green ..... CARRIED UNANIMOUSLY**

## 6. Financial

6.1 The unaudited financial statements for the period ending December 31, 2021 were presented.

**MOTION No.: To accept the financial report as presented.**

**Moved by: Sandra Marin ..... CARRIED UNANIMOUSLY**

**Action Item #2:** Include actual to budget starting in June for the month of May.

**Action Item #3:** Include a cash flow report in the financial report.

6.2 A list of current paid members was provided.

## 7. Old Business

The reports previously distributed in the meeting package were presented.

### 7.1 Webinar Series Update

**Action Item #4:** Hank to provide M. Law with the topics for the webinar series and discuss producing a schedule for the series.

**Action Item 5:** Jessica to develop promotion messaging for the webinar series.

### 7.2 Coffee Chat

**Action Item #6:** Chris Howells will host the February 23<sup>rd</sup> coffee chat, with Jenn to assist. Topic to be determined.

## 8. New Business

The reports previously distributed in the meeting package were presented.

### 8.1 Membership Drive

**Action Item #7:** Jenn to develop messaging for clarity regarding membership.

**Action Item #8:** Create a spreadsheet of Alberta libraries, including Regional Library Systems, showing the status of ALTA membership and those libraries who are not ALTA members.

### 8.2 Lapsed Members

**Action Item #9:** Jenn to send letter to the Board in word format for lapsed members.

**Action Item #10:** Jenn to update spreadsheet if any lapsed members have renewed.

**Action Item #11:** Jenn to send out fee schedule to Board.

### 8.3 Survey Results

**9. Next Meeting Dates**

Meetings will be held on the 3<sup>rd</sup> Thursday of the month, excluding July, August, and December. All meetings will start at 7:00 p.m. unless otherwise noted.

2022

May 19

June 16

September 15

**10. Adjournment**

J. Anheliger declared the meeting adjourned at [time] hours.

**Approval**

of the minutes on



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Date

Jennifer Anheliger  
President