

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held June 15<sup>th</sup>, 2016 at 4:30 p.m. in the Friends of the Leduc Public Library meeting room.

ATTENDING TRUSTEES: Jessica Arnold, Bev Horn, Peter Fleming, David Marriott,

STAFF MEMBERS: Carla Frybort (Library Director), Linda McLean (recording secretary)

OTHER: H. Lim-Lovatt & R. Campbell (library programming guests)

REGRETS (with notice): Bob Young, Adrienne Braithwaite

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**PRESIDING VICE-CHAIR:** P. Fleming

Meeting was called to order at 4:30 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
  2. Approval of May 18<sup>th</sup>, 2016 minutes.
  3. Reports: Library Director, Info Services, Youth Services
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 31-2016**

D. Marriott moved to accept the consent agenda as presented.

**MOTION CARRIED**

### **MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:**

#### **MOTION 32-2016**

B. Horn moved to accept the remaining components of the agenda as presented.

**MOTION CARRIED**

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### **ACTION AGENDA**

none

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### **ITEMS FOR DISCUSSION/EXPLORATION**

1. Review of May 2016 action list  
Retirement letter done & signed by P. Fleming  
Leduc Historical Project- David will contact the 2 resident's later this month.
2. Correspondence & Media: none
3. Maker Space presentation: H. Lim-Lovatt & R. Campbell

Rhonda explained what MakerSpace is and that many libraries are providing access. Holly presented what will be available in our MakerSpace, the first two weeks of July, in the Karl Martin room.

B. Horn asked about Dash and Dot. They are little robots which a person may use an iPad to program the robots to follow simple commands.

D. Marriott commented there was a lot of talk regarding MakerSpace at the library conference. There was also a lot of discussion about 3D printers. Carla remarked several 3D printers are purchased by libraries then not used and many are of poor quality, so the library is waiting to purchase one.

#### 4. Budget 2017 feedback: Carla

Carla had attended a meeting with D. Melvie to discuss next year's budget. The City of Leduc is planning to implement budget cuts. There will not be a COLA increase for January 2017. The city asked if the library could follow suit. D. Melvie asked about user fees, other than Library card fees.

C. Frybort sent out a request to other libraries asking what they charge for various services (faxing, copying, etc.). She reviewed the results with the trustees.

In the fall, she will propose the board make changes to the bylaws to reflect increases in some of our services. For example, an increase in black & white copying from 10¢ to 25¢. Details will be worked out and presented at the September meeting.

Several libraries charge for proctoring exams and a discussion followed about if this was a good idea.

C. Frybort is considering decreasing the Travel & Development & Miscellaneous budgets. The library room rental revenue has already exceeded the predicted funds expected, so this will be increased in 2017.

D. Marriott commented he had seen the merit system implemented in the work place and found it created an incredible amount of animosity amid employees.

D. Marriott also reminded everyone the Friends of Leduc Public Library has funds available for the library and perhaps they could purchase some items for the MakerSpace.

#### 5. Computer use expectations: Carla

S. McAmmond had contacted other libraries to see if they encounter problems with computer users. Most replied they do. Holly and Sharon have compiled a list of staff responsibilities as to what the staff can offer for computer help. Other libraries have started telling people they are not helping patrons at all with the public computers and C. Frybort approved this list.

She asked the trustees what they expect from staff when helping computer users.

J. Arnold thinks staff should only help with technical problems. A sign explaining what services the staff will assist with should be placed by the computers.

D. Marriott commented that our public computers are a service just the same as the collection.

C. Frybort mentioned public currently are allowed two hours of computer time per day and asked if that may be extended an hour if there are three or more computers being unused. The board agreed. This summer she will work on setting up new computer use guidelines and is looking at how to best let patron's know what staff can help with and what they should book a one-on-one learning session for.

#### 6. Round Robin:

D. Marriott discussed the sessions he attended at the Alberta Library Conference.

Beaumont library held a mini conference about friends of libraries groups which he and J. Storeshaw attended. There were discussions on raising funds for libraries and ideas on how to recruit members.

He reminded everyone the unveiling of the art piece located outside the library is scheduled for September 3<sup>rd</sup> (before the next meeting). Carla will send out a reminder before that date.

B. Horn asked for updates from Carla's report.

C. Frybort reported the John Lennon painting, donated from a group who purchased it at the KARMA concert is forthcoming. The group is getting nameplates made for those who contributed to the purchase of the portrait. It will likely be hung above our CD collection.

Seven library employees applied for the Technical Services position. Dena Chagnon has accepted the position. She has her library operations diploma and will start training this week. The position starts Monday, June 20<sup>th</sup>.

The library has two recognition of service coming up before the next board meeting. C. Klingspon has a 5<sup>th</sup> year anniversary in July and S. Stadnyk a 15<sup>th</sup> anniversary in September.

C. Frybort will be attending the LAL meeting this Friday afternoon. Election of a board chair and ESL are on the agenda.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, September 21<sup>st</sup>, 2016

**MOTION TO ADJOURN:**

**MOTION 33-2016**

D. Marriott moved to adjourn the meeting at 5:53 pm.

**MOTION CARRIED**

  
Peter Fleming, Vice-chairperson

  
Linda McLean, Recording Secretary

Date: Sept. 21/16