

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held November 16<sup>th</sup>, 2016 at 4:30 p.m. in the Karl Martin room.

ATTENDING TRUSTEES: Jessica Arnold, Adrienne Braithwaite, Bev Horn, Peter Fleming, David Marriott, Bob Young

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

OTHER: Jim Jones (city staff rep)

GUESTS: Sandra Trueman (LAL chair), Donna Brock (City of Leduc, FCSS)

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**PRESIDING CHAIR:** A. Braithwaite

Meeting was called to order at 4:27 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
  2. Approval of October 19<sup>th</sup>, 2016 minutes.
  3. Reports: Library Director, Info Services, Youth Services
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 44-2016**

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

**MOTION CARRIED**

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

#### **MOTION 45-2016**

B. Horn moved to accept the remaining components of the agenda with the Wellness & Professional Development Fund added to the action agenda.

**MOTION CARRIED**

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Introduction of guests from Leduc Adult Learning (LAL)

A. Braithwaite made introductions to Sandra Trueman, LAL chair & Donna Brock, City of Leduc, director of FCSS.

Guest presentation:

Sandra showed a PowerPoint presentation to the board proposing that LAL moves from the city to the library as the legal host. LAL would remain a separate entity. Supervision of the LAL coordinator would fall to the library director. The current LAL board would stay on as an advisory committee, reporting to the library board, meeting about four times a year.

A discussion followed regarding the benefits of having LAL work under the library.

The proposed change would occur in June 2017, as LAL year end is June 30<sup>th</sup>.

Sandra & Donna answered questions from the board.

Operation of LAL would still be funded by a grant from Alberta Advanced Education, this includes the coordinators salary. The LAL coordinator would still have a cubicle in the city's office area.

Donna & Sandra exited the meeting at 4:55 pm.

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## **ACTION AGENDA**

Wellness & Professional Development Fund

C. Frybort recommended the board grant employees the same amount of value for the Wellness & Professional Development fund as in previous years. She gave some examples as to what people use the fund for.

### **MOTION 46-2016**

D. Marriott moved to offer eligible library employees up to \$250.00 from the Wellness & Professional Development Fund for the coming fiscal year, 2017. P. Fleming seconded.

**MOTION CARRIED**

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## **ITEMS FOR DISCUSSION/EXPLORATION**

Review of October 2016 action list

All tasks have been completed on the action list except for gift certificates which will be distributed at the next staff meeting, Dec.2<sup>nd</sup>.

2. Correspondence & Media:

Oct.27/16 – Leduc County joint funding agreement, cheque \$14,050.00. The signed copy of the agreement will be sent to Leduc County.

3. Further LAL discussion

C. Frybort had contacted Red Deer Public Library regarding the adult learning program conducted from their library. The coordinator assured her the partnership has worked very well for over 10 years.

C. Frybort asked to leave the room at 5:04 pm due to conflict of interest as she is on the LAL board.

### **MOTION 47-2016**

D. Marriott moved the City of Leduc Library Board enter into a hosting agreement with Leduc Adult Learning as of July 1, 2017. B. Horn seconded.

**MOTION CARRIED**

C. Frybort returned to the meeting 5:08 pm.

4. Round Robin

J. Arnold mentioned the antique student desk located in the library. It is on permanent loan from Dr. Wood Museum.

J. Jones announced the city has appointed people for the library board positions. A. Braithwaite has been re-appointed & 2 new members will join the board, Russell Wintersgill & Dean Matthews. The new members will attend a board orientation at the city January 17<sup>th</sup>. The library board meeting for January is the 18<sup>th</sup>.

D. Marriott commented he does not like Overdrive's new format. He finds it difficult to differentiate between audio and eBooks. Carla will contact YRL with his concerns. She announced Zinio is also changing to RBDigital.

David noticed we no longer receive 'On Spec' magazine. It was a patron sponsored item which did not circulate well so it was not renewed by the library.

P. Fleming was impressed that so many people were interested in filling the city's board's vacancies.

C. Frybort presents her budget to city council tomorrow. She will introduce any board members who attend. Her presentation is scheduled for 10:40 a.m. but time may vary due to other presentations.

B. Horn asked a few questions regarding the library reports. The acronym SLIS stand for 'School of Library & Information Services. The young volunteer in the library is here as a social studies project. Jessica explained black out poetry. Words in a poem are blacked out then the student has to fill in the spaces with their own words.

A. Braithwaite reminded the personnel committee on Nov.28<sup>th</sup> they will be meeting at 4:30 to conduct Carla's evaluation. Carla will join them at 4:45. The social committee will also contact each other before the December meeting to arrange a special outing after the December meeting.

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

**MOTION TO ADJOURN:**

**MOTION 48-2016**

D. Marriott moved to adjourn the meeting at 5:20 pm.

**MOTION CARRIED**

  
Adrienne Braithwaite, Chairperson

  
Linda McLean, Recording Secretary

Date: Dec. 19, 2016