

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held January 18, 2017 at 4:30 p.m. in the Karl Martin room.

ATTENDING TRUSTEES: Jessica Arnold, Adrienne Braithwaite, Peter Fleming, David Marriott, Dean Matthews

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

OTHER: Jim Jones (city staff rep)

REGRETS: R. Wintersgill (with notice), Bob Young (with notice)

CALL TO ORDER

C. Frybort called the meeting to order at 4:30 pm.

1. Election of Chair and Vice-Chair

C. Frybort opened the floor for nominations for the Leduc Public Library Board chair position.

D. Marriott nominated A. Braithwaite. A. Braithwaite accepted the nomination.

C. Frybort called for nominations three times.

C. Frybort declared nominations cease for the Leduc Public Library Board chair position.

A. Braithwaite was acclaimed as Leduc Public Library Board Chairperson.

A. Braithwaite assumed the duties of board chair.

A. Braithwaite opened the floor for nominations of the Leduc Public Library Board vice-chair position.

D. Marriott nominated P. Fleming. P. Fleming accepted the nomination.

A. Braithwaite called for nominations three times.

A. Braithwaite declared nominations cease.

P. Fleming was acclaimed as the Leduc Public Library Board vice-chairperson.

2. Appointment of Board Committee members.

The board chair sits on all the committees

Trustees volunteered to sit on the various committees:

Policy & Development

R. Wintersgill

D. Matthews

D. Marriott(chair)

P. Fleming

Finance

R. Wintersgill

D. Matthews

P. Fleming(chair)

Staff Relations/Personnel

D. Matthews

J. Arnold (chair)

D. Marriott

Social

J. Arnold (chair)

Public Relations/Fundraising

All trustees

MOTION 01-2017

D. Marriott moved to accept the committee appointments.

MOTION CARRIED

CONSENT AGENDA

1. Information Items

a) Variance report

b) 2016 statistics

2. Approval of December 19, 2016 minutes.

3. Reports: none

MOTION TO ACCEPT CONSENT AGENDA:

MOTION 02-2017

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 03-2017

P. Fleming moved to accept the remaining components of the agenda, adding #6 Round Robin under items for discussion/exploration.

MOTION CARRIED

ACTION AGENDA

None

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of December 2016 action list.

Letter sent from board to patron.

2. R. Wagner request. - J. Jones

J. Jones received a message from the patron requesting a meeting with the library board and a copy of a video from the security cameras. The cameras and recordings are the property of the City of Leduc and the patron must make a request through the city. The patron has been reminded that any appeal process regarding library board decisions is with the library board, not the City of Leduc.

The library board is very willing to meet with the patron in person and J. Jones was asked to let the patron know that he is welcome to attend a board meeting and that further correspondence should be sent the City of Leduc Library Board, c/o Leduc Public Library. Correspondence should be and marked 'Confidential'.

3. Correspondence & Media:

Jan.4/17, Thank you card from B. Horn.

4. Trustee gift

C. Frybort informed the board the last trustee leaving the board received a \$50 gift certificate and the board chair & library director took her out for lunch.

MOTION 04-2017

D. Marriott moved to purchase a \$50 gift card from Chapters/Indigo and to take B. Horn out for lunch in recognition of her service to the library board.

MOTION CARRIED

5. LAA conference in Jasper – April 27-30, 2017

A. Braithwaite extended an invitation to the new trustees to attend the conference.

6. Round Robin

C. Frybort

The library received a \$200 donation from Nutters. Carla will send a thank you letter.

She has been contacted by the health unit who deals with newborns. All new babies and mothers receive a visit from a health unit nurse. Many other libraries give the new mothers a book for the newborn. They also give information regarding library services. Leduc sees about 50 newborns per month. Carla & Rhonda are looking at the cost if we were to implement this program and will bring the information to the board next month.

Carla mentioned the library had re-posted on Facebook information regarding 'Baby boxes'. She had checked with FCSS ensuring this was not a scam, it is a legitimate program. That post has done 70% better than other post on FB.

J. Jones

Jim thanked the board for their patience in dealing with a patron situation.

He mentioned recommendations from city boards aren't always accepted by city council. This is hardly ever the case for the library board.

D. Marriott

David commented on the good standing relationship this board has with city council. Other libraries are not as fortunate. He feels this is in large part due to Bob, Jim and Carla.

He also remarked on the Indigenous peoples display in one of the cubes in the library. Carla informed him Crystal, (library employee), created the display and he asked Carla to let her know he was very impressed by it.

J. Arnold

Jessica's daughter wanted her mom to let the library program team know she loves the program, 'Fun for 4's'. Carla informed the trustees that this is a newer program which helps children and parents get ready for kindergarten.

D. Matthews

Dean thanked everyone for accepting his application to sit on the board. He asked what the procedure was for library business coming up other than the board meetings. Carla responded by telling him she usually sends out email notifications to the trustees when special events, problems, etc., comes up.

A. Braithwaite

Adrienne asked about the presentation to the Committee of the Whole this past Monday. Carla was ill that day and couldn't make the presentation but it will be rescheduled.

Adrienne took her children to the makerspace last Saturday (Exploratory Saturdays). Carla told the trustees the rules for playing on the VR machine currently state a child under 13 must be accompanied by a parent or guardian. She is going to change the rule to say they only have to have an adult with them.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, February 15, 2017

MOTION TO ADJOURN:

MOTION 05-2017

D. Marriott moved to adjourn the meeting at 5:28 pm.

MOTION CARRIED



Adrienne Braithwaite, Chairperson



Linda McLean, Recording Secretary

Date: Feb. 15, 2017