

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held March 22, 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)

REGRETS: Jim Jones (city staff rep)

PRESIDING CHAIR: A. Braithwaite

Meeting was called to order at 4:31 pm.

CONSENT AGENDA

1. Information Items

- a) Variance report
- b) YRL 2015 Annual report

2. Approval of February 17, 2016 minutes.

3. Reports: Library Director, Info Services, Youth Services

MOTION TO ACCEPT CONSENT AGENDA:

MOTION 17-2016

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 18-2016

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

MOTION CARRIED

B. Young arrived to the meeting at 4:35 pm.

ACTION AGENDA

1. Social Media Policy.

Since this is a new policy, C. Frybort will bring it to the next staff meeting.

MOTION 19-2015

D. Marriott moved to approve the addition of the Social Media policy under the Board Policy Governing Operations. P. Fleming seconded.

MOTION CARRIED

2. By-law, Schedules B & D

Schedule B was changed, removing C. Reciprocal Card & including ME libraries Card.
Schedule D was changed to include the cost of a damaged movie, audio book or CD case.

MOTION 20-2015

J. Arnold moved to accept the changes to Schedule B and D in the Policy Governing Operations. B. Horn seconded.

MOTION CARRIED

3. Updated Operations Policy

The Policy Governing Operations was updated to reflect current operations in the library. C. Frybort reviewed the changes with the trustees.

MOTION 21-2015

D. Marriott moved to approve the updated and revised Policy Governing Operations. B. Horn seconded.

MOTION CARRIED

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of February 2016 action list.

2. Correspondence & Media: none

3. Art project update

D. Marriott reported the art project committee would like the community to have a sense of ownership for the art piece. The basic idea of the sculpture is a cloud with falling raindrops forming puddles. The puddles would have quotes engraved on them. The artist, 'Karen Ho Fatt', is proceeding with the engineering. The cloud will read 'knowledge is freedom'. The committee had looked at 3 different designs before choosing this piece. Unveiling is scheduled for September 2016.

B. Young commented the plan hasn't been presented to council yet.

4. Memorial donation - C. Frybort

The daughter of a long time Leduc Public Library patron contacted her regarding a tax receipt for a donation in memory of her mother to the library. The City of Leduc contacted the CRA and learned a tax receipt may be issued. Ms. B. Gray has donated \$2500 to the library. Since her mother enjoyed mysteries and large print material the library will purchase material from those genres and insert bookplates in memory of Ruby Kvarnberg. The plaque recognizing donations to the library will be placed above the CD collection & acknowledgement of this donation will be added. C. Frybort asked the trustees to send a thank you to Ms. Gray from the library board.

5. Emergency social services agreement with the City of Leduc - C. Frybort

FCSS would like the library board to grant permission for them to use the library as a small evacuation centre in case of an emergency. They would be responsible for setting set up the area. The Director of FCSS would be given a security code & access card for the building.

MOTION 22-2016

D. Marriott moved to accept the emergency evacuation agreement with the City of Leduc.

MOTION CARRIED

6. Round Robin

J. Arnold: She had attended the Play, Learn Grow program earlier this week and commented on the great partnership with Parent Link.

Jessica also asked Carla about the naming of the children's area. Carla pointed out there is a plaque near the mural naming the area the 'Florence McKenzie Children's Area'.

B. Young: He informed the board of the excitement at city council regarding the Historic Leduc Project. Council would support the project being expanded and enhanced.

C. Frybort has received several resumes for the historical project summer student position. This year, she would like the student to focus on contributions from the community. C. Frybort has updated the strategic plan to include the history project.

D. Marriott: He commented on an article he had read regarding illegal computer activity at an EPL library. He was impressed on how the situation was handled. He also feels such a situation is less likely to happen here and is pleased with the job done at our library in ensuring our computer policy is followed.

P. Fleming: He had attended a board governance workshop the past Saturday. He felt it was well run and he commented on the efficiency of our board.

He had noticed the hand rails outside the entrance are starting to rust. Carla told him the city facilities department is aware of the problem and it is covered under warranty. She also informed the trustees the interior lights in the main library are being fixed. There was a faulty driver in the light system which an electrician is currently repairing. The work is also under warranty.

C. Frybort: She will be making a presentation about the library to city council at 7 pm on April 11th. All the library board members are invited and Adrienne will introduce any library trustees in attendance. She reminded everyone the volunteer banquet is April 14th and to pick up your ticket from her before leaving.

The LAL meeting scheduled for last Friday was cancelled. There will be a meeting next month.

A. Braithwaite: She had also attended the board governance workshop last Saturday. She commented on how it enlightened her on other boards out in the community and she appreciates how well our board operates.


DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, April 20, 2016

MOTION TO ADJOURN:

MOTION 23-2016

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

MOTION CARRIED



Adrienne Braithwaite, Chairperson



Linda McLean, Recording Secretary

Date: April 20, 2016