

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held April 19, 2017 at 4:30 p.m. in the Karl Martin room.

ATTENDING TRUSTEES: Jessica Arnold, Adrienne Braithwaite, Peter Fleming, Dean Matthews, Bob Young

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

OTHER: Jim Jones (city staff rep)

REGRETS: Russell Wintersgill (with notice), David Marriott (with notice)

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**PRESIDING CHAIR:** A. Braithwaite

Meeting was called to order at 4:28 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
    - b) 2017/18 CALP application
  2. Approval of March 14, 2017 minutes.
  3. Reports: Library Director, Public Services
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 15-2017**

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

**MOTION CARRIED**

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

#### **MOTION 16-2017**

P. Fleming moved to accept the remaining components of the agenda.

**MOTION CARRIED**

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### **ACTION AGENDA**

2016 Auditor's Financial statement.

C. Frybort reviewed the statement with the trustees and commented that the audit process was much more in-depth than in past years.

#### **MOTION 17-2017**

D. Matthews moved to accept the 2016 financial statement as presented. Seconded by P. Fleming.

**MOTION CARRIED**

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

1. Review of March 2017 action list  
Canada 150 – round robin.  
Letter was sent to AB Advanced Education regarding LAL.
2. Correspondence & Media: none
3. Round Robin

J. Arnold commented that she was glad K. Meyn was re-hired as the summer reading program student. She inquired as to how much of the wages were covered by the STEP grant. C. Frybort replied the library receives \$7/hr for the student.

C. Frybort discussed the Canada 150 contest. After some discussion, it was decided the contest entries will go by grade, not age, and the contest will be opened to high school age students. On May 1<sup>st</sup>, the library will soft launch the contest with a photo-op inviting library board and council members to participate. Carla will email information to the schools letting them know entries will be accepted May 1-26.

Most trustees expressed a preference for individual entries rather than group entries. B. Young recommended contest information be dropped off at the local schools and electronic copies be sent to the principals. He will send Carla contact information. A. Braithwaite mentioned there is a link available on the Star Catholic website for principals in Leduc. C. Frybort will email & drop off information to schools in the City of Leduc.

Our new website is not up yet, but is scheduled to launch the first week of May.

Carla explained we will lose a little funding from Leduc County due to the proposed annexation of county land to Edmonton. The County will get less direct funding from the province because of a county population decrease.

B. Young had attended a Legion function this past weekend commemorating Vimy Ridge. He expressed a desire to expand the historical project to include war veterans. He is hoping funding comes through from the city to hire a student in the future. The trustees would like Carla to present a business proposal for the hiring of a student in 2018.

P. Fleming was happy the light bulb issue was resolved. It is much brighter in children's area.

J. Jones thanked everyone for their work to launch a writing contest for the Canada 150 project. He also thanked Carla for volunteering in an advisory position on the Leduc Arts Foundry Board.

It has been confirmed Mr. Bob MacKenzie from TSN is coming to MacLab to speak as part of Canada 150 celebration. The event will be a fundraiser for the MacLab Society.

A. Braithwaite asked C. Frybort about the timeline for entries on the Canada 150. C. Frybort will copy the entries as they come in and distribute them to the judging committee.

D. Matthews attended a new library board member workshop held by the Public Library Services Branch in Warburg. There was a lot of useful information.

Last month the board discussed combining policies with LAL. Carla will be concentrating on merging the volunteer policies. Most of the other LAL policies dealt with the LAL board.

A. Braithwaite asked about exam proctoring. Holly & Carla have had to turn away several requests. Due to the high demand Carla may ask Holly's replacement to start proctoring exams in the fall. EPL has stopped all exam proctoring.

Carla informed the trustees all the LRC passes are checked out. Tomorrow Sharon will check to see if any are overdue. If they are in high demand we may request more for 2018.

The Alberta Library conference and the volunteer banquet are next week.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, May 17<sup>th</sup>, 2017

**MOTION TO ADJOURN:**

**MOTION 18-2017**

D. Matthews moved to adjourn the meeting at 5:07 pm.

**MOTION CARRIED**

  
Adrienne Braithwaite, Chairperson

  
Linda McLean, Recording Secretary

Date: May 17, 2017