

## Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, February 21, 2018 at 4:30 p.m. in the Karl Martin room.

Attending Trustees: J. Arnold, A. Braithwaite, H. Feldbusch, P. Fleming, R. Wintersgill

Staff Members: C. Frybort (Library Director), L. McLean (recording secretary)

Also Present: R. Yeung (city staff rep)

Absent (With Regrets): D. Matthews, Councillor L. Hansen

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### **CALL TO ORDER:**

A. Braithwaite called the meeting to order at 4:30 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
  2. Approval of January 17, 2018 minutes
  3. Reports: Library Director, Info Services, Youth Services, LAL
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 10-2018**

R. Wintersgill moved to accept the consent agenda as presented.

**MOTION CARRIED**

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

#### **MOTION 11-2018**

H. Feldbusch moved to accept the remaining components of the agenda.

**MOTION CARRIED**

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### **ACTION AGENDA**

2017 Annual Report

C. Frybort went over the annual report. She pointed out that the children's programs attendance was an all time high with over 13,000 participants.

#### **MOTION 12- 2018**

P. Fleming moved to accept the City of Leduc Library Board's annual report as presented. R. Wintersgill seconded.

**MOTION CARRIED**

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

1. Review of January 2018 action list
2. Correspondence & Media: board resignation

#### **MOTION 13- 2018**

H. Feldbusch moved to accept the resignation of R. Wintersgill from the library board.

**MOTION CARRIED**

3. Public network issues

C. Frybort reported that due to issues with the public server, it had to be re-built. Computers are now up and running again.

4. Annual reserves account update

The City of Leduc financial department has asked if the board could change the reserves policy under operations regarding the status of reserves from February board meeting to March.

**MOTION 14-2018**

R. Wintersgill moved to change the Reserves Policy to read the status report will be presented annually in March. P. Fleming second.

**MOTION CARRIED**

5. Council update (as sent by Councillor L. Hansen)

Council is working on three major projects:

Telford Road Rehabilitation, Cannabis By-Laws, land use and public usage. The city had nearly 1,500 responses to a survey conducted on land use. A second survey will engage residents on how they think the city should handle public usage.

The third project called 'Engage Leduc' is public input on the city's 4-year strategic plan.

C. Frybort commented that she will be attending a 'cannabis at work' conference in March.

6. Round Robin

C. Frybort informed the trustees the library discontinued the license to ancestry.com for 2018.

She will be attending a leadership program regarding AI presented by EPL.

Library staff asked C. Frybort to thank the board for closing the library for PD day. The presentation was very well received.

She has been asked to sit on the Pages conference committee.

This coming weekend C. Frybort will be attending a HR symposium hosted by PLSB.

R. Yeung announced the Lede Park road behind the LRC will be closed for upgrades until fall.

R. Wintersgill thanked everyone for the great past year.

A. Braithwaite thanked R. Wintersgill for his time as a Trustee on the Library Board. She attended the PD training also. C. Frybort and S. McAmmond will be reviewing the signage wording in the library.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, March 21, 2018, 4:30 pm

**MOTION TO ADJOURN:**

**MOTION 15-2018**

R. Wintersgill moved to adjourn the meeting at 5:20 pm.

**MOTION CARRIED**



A. Braithwaite, Chairperson



L. McLean, Recording Secretary

Date: March 21, 2018