

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, Sep.19, 2018 at 4:30 p.m. in the Karl Martin room.

Attending Trustees: J. Arnold, A. Braithwaite, H. Feldbusch, P. Fleming, D. Matthews, L. Hansen

Staff Members: C. Frybort (Library Director), K. Wollman (recording secretary)

Absent: _____ (with regrets) T. Turner (city staff rep)

CALL TO ORDER:

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

CONSENT AGENDA

1. Information Items
 - a) Variance report
 - b) 2017 year in review
 2. Approval of June 20, 2018 minutes.
 3. Reports: Library Director, Public Services, Info Services, Youth Services, LAL
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MOTION TO ACCEPT CONSENT AGENDA:

MOTION 32-2018

P. Fleming moved to accept the consent agenda as presented.

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 33-2018

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

MOTION CARRIED

ACTION AGENDA

1. Business case – programming assistant position
C. Frybort presented the case. Trustees discussed the pros and cons of the addition of this position.

MOTION 34-2018

P. Fleming moved that the new position be added into the 2019 budget.

MOTION CARRIED

2. Salary review – recommendation from Director
C. Frybort discussed the options for conducting a salary review in 2019.

MOTION 35-2018

D. Matthews moved to allocate \$20,000 out of the library reserve account for the 2019 Budget Salary Review capital project.

MOTION CARRIED

3. Budget 2019: Library and Leduc Adult Learning
C. Frybort presented the 2019 Library and Leduc Adult Learning budgets. She highlighted that the operating budgets would mostly remain the same as in 2018.

MOTION 36-2018

P. Fleming moved to accept the budgets as amended with the addition of the new part-time programming position and the salary review project.

MOTION CARRIED

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of June 2018 action list

2. Correspondence & Media:

Jul.11/18 – STEP grant

Aug.1/18 – LAL grant, \$81,250

3. Budget approval – time of year change request

C. Fryborg has been working with the city of Leduc's Finance Department on better streamlining of financial processes. C. Fryborg recommended that the library budget approval be moved up into June from the traditional September meeting.

MOTION 37-2018

H. Feldbusch moved to have the budget approval be moved up to June beginning in 2019.

MOTION CARRIED

1. Leduc: Then & Now book – C. Fryborg

C. Fryborg updated the board on this project. Author Tom Dirsra will be presenting at the October meeting.

2. Board recruitment update

A. Braithwaite updated everyone about the changes to the City of Leduc's board recruitment procedures and the three Trustee openings available for 2019.

3. Report from Council – L. Hansen

L. Hansen updated the board on several city of Leduc and community projects and initiatives.

Round Robin

C. Fryborg – Update on the addition of debit as payment.

A. Braithwaite – Reminder about the upcoming Personnel and Policy Committee Meetings.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, Oct.17, 2018, 4:30 pm

MOTION TO ADJOURN:

MOTION 38-2018

D. Matthews moved to adjourn the meeting at 5:30 pm.

MOTION CARRIED



A. Braithwaite, Chairperson



K. Wollman, Recording Secretary

Date: Oct. 17/18