

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, December 12, 2018 at 4:30 p.m. in the Friends of the Leduc Public Library meeting room.

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

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

Also present: T. Turner (city staff rep)

CALL TO ORDER:

Chair, A. Braithwaite, called the meeting to order 4:31 pm.

CONSENT AGENDA

1. Information Items
 - a) Variance report
 2. Approval of November 21, 2018 minutes.
 3. Reports: Library Director, Adult Services, LAL
-

MOTION TO ACCEPT CONSENT AGENDA:

MOTION 50-2018

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 51-2018

D. Matthews moved to accept the remaining components of the agenda with the addition of 'Staff thank you' after 'Report from council'.

MOTION CARRIED

ACTION AGENDA

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of November 2018 action list.
2. Correspondence & Media: none

(T turner joins the meeting at 4:32)

3. Public computers discussion

It has been discovered our management software for the public computers, Cybrarian, is compatible with our library operating system, 'Polaris'. At the next board meeting, C. Frybort, will present the trustees with the pros and cons.

4. Report from council – L. Hansen

L. Hansen informed the board of recent council activities, the passing of the budget, economic development and annexation.

5. Staff thank you

MOTION 52- 2018

P. Fleming moved to add to the personal policy that each permanent library employee be given their anniversary date off with pay commencing Jan 1, 2019. If that day falls on a scheduled day off for the employee, they will be able to take the date off before or after their anniversary date. (4 in favour, 1 abstained).

MOTION CARRIED

6. Round Robin

J. Arnold thanks the board for her past nine years.

C. Frybort informs the trustees that the city will be installing a four-way waste bin in the library. The city has posted the annual Library's Christmas Tea on notice boards around city. The trustees are welcome to attend Wednesday, December 19th, 2 to 4 pm.

D. Matthews asks about the municipal contribution disbursement. C. Frybort explained it shows up on the variance report quarterly.

T. Turner asks C. Frybort if the library has recycling pick-up. C. Frybort takes the cardboard and paper to the eco station every week or two.

A. Braithwaite informs the other trustees that the personnel committee has met and reviewed C. Frybort's performance.

A. Braithwaite thanked J. Arnold for her past nine years of service to the library.

Today is A. Braithwaite's last meeting as board chair. Chair and vice- chair positions are elected at the January meeting along with board committee appointments. The Board may delay committee appointments to the February meeting.

L. Hansen updated everyone on board appointments.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, January 16, 2019, 4:30 pm

MOTION TO ADJOURN:

MOTION 53-2018

H. Feldbusch moved to adjourn the meeting at 5:16 pm.

MOTION CARRIED



A. Braithwaite, Chairperson



L. McLean, Recording Secretary

Date: January 16, 2019