

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, October 21, 2020 at 4:30 p.m. via ZOOM.

Attending Trustees: A. Braithwaite, P. Fleming, D. Matthews, J. Storeshaw, S. Dixon Pollard,
L. Hansen,
Staff Members: C. Frybort (Library Director), L. McLean (recording secretary)
Also present: T. Turner (city staff rep)
Absent: H. Feldbusch

CALL TO ORDER:

Chair, P. Fleming, called the meeting to order 4:30 pm.

CONSENT AGENDA

1. Information Items
 - a) Variance reports
2. Approval of September 16, 2020 minutes.
3. Reports: Library Director

MOTION TO ACCEPT CONSENT AGENDA:

MOTION 35-2020

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 36-2020

A. Braithwaite moves to accept the remaining components of the agenda as presented.

MOTION CARRIED

ACTION AGENDA

1. Wellness and Professional Development Fund
Discussion regarding the fund.

MOTION 37-2020

D. Matthews moves to offer eligible library employees up to \$250.00 for the Wellness and Professional Development Fund for the coming fiscal year, 2021.

MOTION CARRIED

2. Year-end thank you gift cards
Gift card discussion.

MOTION 38-2020

J. Storeshaw moves to purchase Canadian Tire gift cards for library employees in the same monetary value as in previous years.

MOTION CARRIED

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of September 2020 action list
J. Storeshaw asks about the results regarding the motions that AUMA were considering. C. Frybort responds that the motions were passed but that does not mean the provincial government will open-up the Library Act.

2. Correspondence & Media:

Oct.5/20 - Alberta Library Services Branch, remaining 2020/21 operating grant, \$84,632.00

3. Pandemic update - see *Director's report*

L. Hansen informs everyone that the mayors office has had inquiries regarding available study space throughout the city .

A discussion follows with C. Frybort presenting some of the plans she would like to implement if the library is able to open more hours to the public and make study space available.

A. Braithwaite comments on how many places in Canada are taking a step back and closing again due to COVID-19. C. Frybort advises the trustees the library may have to close on very short notice if there is a shortage of employees able to work.

L. Hansen notes the LRC has opened-up more, with available seating and allowing some spectators at sporting events.

MOTION 39-2020

A. Braithwaite moves to extend library hours as recommended by the Director and to open-up some limited study space to the public, beginning November 2nd.

MOTION CARRIED

4. ALTA membership renewal

ALTA membership renewal fee has increased to \$800.00 per year from \$50.00. The membership fee would increase to \$1250 when Leduc's population reaches 35,000. Discussion follows.

MOTION 40-2020

J. Storeshaw moves not to renew the ALTA membership in 2021 due to the increase in the membership fee.

MOTION CARRIED

L. Hansen asks that the board inform ALTA as to why the membership is not being renewed. C. Frybort will draft a letter to ALTA and board chair, P. Fleming, will approve it.

5. Personnel policy/wage review: *next steps*

The board partakes in a discussion regarding the next steps.

A. Braithwaite and J. Storeshaw will review the Personnel Policy. They will contact the staff representatives for an introductory meeting and inquire as to staff concerns.

C. Frybort recommends contacting the staff reps with questions, then plan for a meeting in January.

YRL has come up with a 'Philosophy of Compensation' which C. Frybort will send to the other trustees. C. Frybort can invite a guest to a meeting to facilitate the creation of a policy if the board is interested.

6. Report from council – L. Hansen (due to poor audio connection no report available)

7. Round Robin

D. Matthews: C. Frybort has sent him recent YRL policies to look at which he will share with the policy committee.

S. Dixon Pollard: October is Canadian Library Month.

P. Fleming: H. Feldbusch is not re-applying to sit on the library board. Ground construction for the new high school is coming along.

T. Turner: the deadline for boards applications has been extended to this Friday, October 23rd.

C. Frybort: The City's FCSS is setting up virtual training sessions regarding the homeless. Some staff are interested in attending.

The library's 2021 budget will be discussed in council on Monday, November 9th. Due to restrictions for gatherings people will be able to view the event through live streaming. C. Frybort will contact P. Fleming and D. Matthews to see if one of them are available to co-present.

The annual presentation to council is slated for December 7th. If anyone wants to attend, they are to contact her.

The library conference held in Jasper has been cancelled for 2021.

Many libraries are removing late fees. She suggests the board start a discussion in early 2021 to see if it can work for our library. She will research the implications for our library.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, November 18th, 2020, 4:30 pm

MOTION TO ADJOURN:

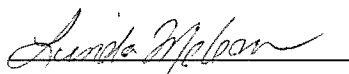
MOTION 41-2020

D. Matthews moves adjourn the meeting at 5:42 pm.

MOTION CARRIED



P. Fleming, Chairperson



L. McLean, Recording Secretary

Date: Nov 18/20