

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, October 16, 2019 at 5:00 p.m. in the Karl Martin room.

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)

Absent: (with regrets) H. Feldbusch, T. Turner

CALL TO ORDER:

Chair, P. Fleming, called the meeting to order at 4:55 pm.

CONSENT AGENDA

1. Information Items

a) Variance report

2. Approval of September 18, 2019 minutes.

3. Reports: Library Director, Info Services, Youth Services

MOTION TO ACCEPT CONSENT AGENDA:

MOTION 35-2019

J. Storeshaw moves to accept the consent agenda as presented.

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 36-2019

A. Braithwaite moves to accept the remaining components of the agenda with the addition of two items to the Action Agenda; #2. 2020 Wellness and Professional development Fund, #3. Staff thank you from library board

MOTION CARRIED

ACTION AGENDA

1. Policies:

New – Election Policy

MOTION 37-2019

A. Braithwaite moves to add 'Library and Political Elections', to the Policy Governing Operations – Facilities as presented.

MOTION CARRIED

Update – Public use of Facility

MOTION 38-2019

D. Matthews moves to change #6 Commercial Activity, Photography and Video in the Policy Governing Operations – Facilities, Public Use of Facilities, as presented.

MOTION CARRIED

2. 2020 Wellness and Professional Development Fund

C. Frybort explains the Wellness and Professional Fund has been available for permanent library staff to use to improve their wellness or develop skills.

MOTION 39-2019

S. Dixon Pollard moves to offer eligible library employees up to \$250.00 for the Wellness and Professional Development Fund for the coming fiscal year, 2020.

MOTION CARRIED

3. Staff Thank you from the board.

C. Frybort informs the trustees that the board traditionally gives gift cards to all library employees at this time of year as a thank you.

MOTION 40-2019

A. Braithwaite 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 2019 action list

A. Braithwaite will send out some possible meeting dates to other trustees for the personnel committee meeting. She reminds the board that any trustee may attend.

2. Correspondence & Media: none

3. Report from council – L. Hansen

City council has started the budget process.

Several city events have been held recently; the LRC10th anniversary, grand opening of the Telford Lake multi-way, ground-breaking of the RCMP expansion project.

Council is in the process of selecting city board appointments.

Library portion of the budget presentation is Monday, Oct.28

4. Incident report (in camera)

MOTION 41-2019

J. Streshaw moves that the board move in-camera at 5:17 pm to discuss an incident report. (FOIP sec.17)

MOTION CARRIED

MOTION 42-2019

D. Matthews moves that the board move in-public at 5:29 pm. (FOIP sec.17)

MOTION CARRIED

5. Compensation review discussion.

C. Frybort suggests the board form an ad hoc committee and invite some staff to sit on the committee. She would like the board to create a philosophy of compensation. Margaret Law is knowledgeable in this matter. C. Frybort asks the trustees to notify her if they would like to meet with M. Law. Any changes for 2021 would have to be decided by June 2020.

6. Red tape reduction

C. Frybort encourages the trustees to provide feedback to the Public Services Branch regarding red tape reduction. A questionnaire is available at: <https://extranet.gov.ab.ca/opinio6//s?s=46215>

7. Round table:

C. Frybort thanks the City of Leduc. They will be providing three more recycle/waste disposal bins to the library as part of a grant received.

A. Braithwaite met with R. Campbell through a school tour. R. Campbell was thankful to the board for hiring another children's' program assistant.

S. Dixon Pollard notes it is Canadian Library month.

D. Matthews was present when Brad Rutherford toured the library. He notes that Mr. Rutherford seemed to learn a few things about libraries.

DATE OF NEXT MEETING: Regular Monthly Board Meeting

Wednesday, November 20th, 2019, 5 pm

MOTION TO ADJOURN:

MOTION 43-2019

D. Matthews moves adjourn the meeting at 6:02 pm.

MOTION CARRIED



P. Fleming, Chairperson



L. McLean, Recording Secretary

Date: Dec 18/19