

# Board Briefs

MARCH 2014

## Northern Lights Library System Mission Statement Fostering Excellent Library Service in Northeastern Alberta

### Northern Lights Library System Board Meeting Highlights March 1, 2014



*Northern Lights Library System*

#### 2014 Audited Financials

- Barb McCarthy presented the 2013 Audited Financials. The Audited financials are not in the same format as municipal audits.
- Budgeted expenses for 2013 was \$2,719,990.00 and actual expenses was \$2,688,202.00 for a difference of \$31,788.00. Revenues for 2013 were budgeted for \$2,720,321 and the actual revenues was \$2,901,661. Excess revenues over expenses is \$213,459.
- Statement of cash flow shows that NLLS increased cash by \$208,101.00 over 2012.

#### 2014/03/01-03 Motion to approve the 2013 Audited Financial

**Dallas Degenhardt –carried**

#### 2014/03/01-04 Motion to put \$10,000 into Ebooks from the 2013 surplus

**Larry Tiedemann - carried**

#### NLLS Plan of Service

- As per the Libraries Act and Regulations, the Government demands that the library system has to have a Plan of Service every three years.
- Priorities presented to administration were: Building on Existing Strengths, Anticipating and Responding to Change, Technology, Sustainability, Communication, and Evaluation.

#### 2013/03/01-05 Motion to approve the NLLS Plan of Service 2014 – 2017

**Parrish Tung – Carried.**

#### Financial Report

- Release of capital reserves – in 2014 budget, \$104,500 has been set up for release to purchase three servers, vehicles for delivery and furniture. Admin still has to report to the Executive for up to date operating capital.
- Looking to create 4 gadget labs to help with training on e-resources.

#### 2014/03/01-07 Motion to release \$104,500 from capital reserves

**Dianne Ross - carried**

#### Book Allotment Committee

- The Book Allotment Committee consists of a cross section of library managers, trustees and NLLS staff. The question was asked at the board meeting in September to clearly define book allotment.
- The definition of Book Allotment brought forward from the Book Allotment committee reads as such: **The book allotment is designed to supply library materials to member libraries. Library resources purchased through the book allotment must be eligible for resource sharing.**
- Supplemental information supporting the book allotment definition can be found through the Libraries Act and Regulations, Resource Sharing Operational Policy for Public Libraries and the NLLS agreement.

#### 2014/03/01-08 Motion to approve the definition of book allotment

**Dallas Degenhardt – carried.**

#### Present

Austin, Wanda - Lac La Biche County  
Barr, Greg - Town of Vermilion  
Berry, David - Town of Vegreville  
Boe, Vanessa - Village of Mannville  
Brown, Cathy - Town of Tofield  
Cheverie, Jim - Town of Bonnyville  
Degenhardt, Dallas - Village of Edgerton  
Dorosh, Les - Town of Redwater  
Green, Joan - Village of Irma  
Hanson, Arnold - Beaver County  
Hartl, Travis - Town of Viking  
Hryciuk, Stacey - County of Vermilion River  
Konieczny, Roger - County of Minburn  
Lefebvre, Vicky - City of Cold Lake  
Lukinuk, Craig - Smoky Lake County  
Malica, Robert - Lamont County  
McMann, Debbie - Village of Innisfree  
Melnick, Jillian - Town of Bruderheim  
Parkyn, Roger - Village of Marwayne  
Pocock, Lorna - Town of Bon Accord  
Ross, Dianne - Town of Smoky Lake  
Smith, Ina - S.V. of Pelican Narrows  
Svensen, Lorna - Village of Ryley  
Swigart, Dana - M. D. of Bonnyville  
Tiedemann, Larry - S.V. Mewatha Beach  
Tung, Parrish - Town of Elk Point  
Padlesky, Don - town of St. Paul  
Wiebe, Dwight - Town of St. Paul  
Woodger, Jean - Town of Gibbons  
Yontz, Bob - S.V. of Island Lake

#### Regrets

Bokenfohr, Wayne - Sturgeon County  
Clarke, Donna - Town of Mundare  
Dach, Dwight - County of St. Paul  
Dafoe, Stephen - Town of Morinville  
Gordeyko, Pat - County of Two Hills  
Huot, Ray - Village of Waskatenau  
MacGreggor, Trish - Town of Wainwright  
Wilkinson, Ted - M.D. of Wainwright

#### Absent

Antal, Mike - Village of Boyle  
Arnold, Mary - Village of Paradise Valley  
Bancroft, Garth - S.V. Island Lake South,  
Whispering Hills  
Barry, Frank - Village of Vilna  
Dowhaluk, Jack - County of Athabasca  
Frank, Daryl - Village of Kitscoty  
Gramlich, Val - Village of Chauvin  
Grumetza, Kevin - Thorhild County  
Kuntz, Doyle - Village of Minburn  
Saskiw, Gerrin - Town of Two Hills  
Thompson, Don - Village of Holden  
Rudolf, Donna - Village of Myrnam  
Schafer, Steven - Town of Athabasca  
Tomaszyk, Ed - S.V. of Bondiss, Sunset  
Beach

**Board Meeting Highlights (continued)****2014 Board Meeting Dates:**

*March 1, 2014—2013 Audit  
September 6, 2014—Draft Budget  
November 1, 2014  
(Regular Board Meeting  
& Annual General Meeting )  
immediately following)*

**Library Mangers Advisory Council**

- At their AGM. Maureen Penn is the Chairman, Jodi Dahlgren is the 2<sup>nd</sup> Chair and Stuart Pauls is the secretary.
- The Libraries Branch was present to discuss the Me service. There will not be a separate card and members can check out all types of materials except electronic resources. They are anticipating that the service will be up and running in the spring. If the library member has a TRAC card they register that number through the Me Service site.

**2014/03/01-09 Motion to receive the LMAC report as presented  
Dallas Degenhart - carried**

**Annual Reports –**

- Need to approve all three annual reports so NLLS can apply for the operating grants.

**2014/03/01-06 Motion to approve the 2013 Myrnam, Edmonton Garrison and NLLS  
annual reports as presented.  
Larry Tiedemann – carried.**

**NLLS Conference Update**

- Ben Crane and Diana Davidson are the guest speakers
- The theme is Tales and Treasures
- Annual conference will be held on September 18 and 19<sup>th</sup>. Book your accommodations early as availability is limited.

**ALTA report**

- Would like to encourage all trustees who are attending the Alberta Library Conference to attend the ALTA AGM and voice all of your concerns.

**2014/03/01-10 Motion to accept the ALTA report as presented  
Parrish Tung – carried**

**Directors Report**

- Lamont County is a new member with NLLS. Met with the Town of Lamont and the Village of Andrew
- The last of the computers purchased through the CIP grant have been installed in NLLS libraries.
- TRAC has signed a contract with 3M for 3M Cloud Library e-materials. This will enhance the e-book plan that TRAC has with Overdrive.

**2014/03/01-11 Motion to accept the Directors report as presented  
Don Padlesky - carried**

**Chairman's Report**

- It is a learning experience. The Board should advocate for NLLS wherever they are at.

**2014/03/01-12 Motion to accept the Chairman's report as presented  
Parrish Tung – carried.**

**Contact us:**

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*The Northern Lights Library System Board Briefs will be published after every regular Board Meeting as a summary of discussions at that meeting.*