

Board Briefs

MARCH 2015

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

Northern Lights Library System Board Meeting Highlights March 7, 2015



Northern Lights Library System

2014 Audited Financial Statements

- There is a \$68,200 excess of revenues over expenses. Collection development is less than budgeted. Public Services is more than budgeted, Infrastructure is less than budgeted, staffing costs are less than budgeted. Revenues are more than budgeted. There was a net increase in cash of \$47,578 during 2014. Increase in Internally restricted reserves of \$4932.00. Invested in Capital Assets an increase of \$18,317.00. Increase in Unrestricted reserves \$44,971.00.

**2015/03/07-03 Motion to accept the 2014 Audited Financial Statements.
Don Padlesky – carried**

Financial Report

- Operating and establishment grant for 2014 was received for the Town of Lamont. NLLS will receive the 2015 grant as well. Establishment grant will be used for recon, hardware, wireless and computers. Expenses – book allotment, overdrive \$10,000 the other \$10,000 will be spent later. Interlibrary loan costs – TRAC plastic cards that were purchased for the libraries the invoice came in 2015. TRAC Polaris fees cost overrun is due to an app known as Boopsie.

**2015/03/07-05 Motion to accept the financial report as presented
Steven Schafer – carried**

- Release of capital of \$171,000 for servers, vehicles and furniture. Have applied for grants through Enbridge and CFEP. Won't know if NLLS is approved for the grants until June. To lease the servers, it will cost an additional \$12,000. Furniture and equipment would include a disc cleaning machine. Need to replace a van. Budget for staff training. The question was asked at board level where NLLS is at with staff training. Each department has staff going to different venues. Some training has already taken place through conferences and online learning and other training/conferences will take place later in the year.

**2015/03/07-06 Motion to release \$171,000 from reserves
Stephen Dafoe – carried**

Book Allotment

- The Executive made a motion that book allotment outside purchases increase up to 40% effective March 7, 2015. Guidelines are in place and need to be clearer. The book allotment committee will create the guidelines and will be brought to the library managers for input then brought back to board level in September. Training is received at NLLS regarding procedures regarding outside purchases.

**2015/03/07-07 Motion to increase the book allotment outside purchases up to 40%.
Les Dorosh – carried – 2 opposed.**

**2015/03/07-08 Motion that guidelines be formalized and discussed at the next book allotment meeting then sent to all library managers in the system for feedback. The feedback will come back to the book allotment committee to amend and review. Book allotment committee will submit to the executive to recommend to the board at the September board meeting.
Greg Barr – carried.**

Appointment of the Auditor

Three quotes were received for the auditor. The executive would like to recommend to board - Joly, McCarthy & Dion.

**2015/03/07-09 Motion to appoint Joly, McCarthy & Dion for the 2015 – 2017 NLLS Audit
Steven Schafer – carried.**

Present

Amyotte, Laurent - County of St. Paul
Barr, Greg - Town of Vermilion
Berry, David - Town of Vegreville
Boe, Vanessa - Village of Mannville
Brown, Cathy - Town of Tofield
Capjack, Bernice - Town of Elk Point
Cheverie, Jim - Town of Bonnyville
Clarke, Donna - Town of Mundare
Dafoe, Stephen - Town of Morinville
Dorosh, Les - Town of Redwater
Frank, Daryl - Village of Kitscoty
Green, Joan - Village of Irma
Griffin, Warren - County of Athabasca
Gramlich, Val - Village of Chauvin
Hanson, Arnold - Beaver County
Huot, Ray - Village of Waskatenau
Lefebvre, Vicky - City of Cold Lake
Lukinuk, Craig - Smoky Lake County
MacGreggor, Trish - Town of Wainwright
McMann, Debbie - Village of Innisfree
Olechow, Wayne - Town of Bruderheim
Padlesky, Don & Wiebe, Dwight - Town of St. Paul
Parkyn, Roger - Village of Marwayne
Pocock, Lorna - Town of Bon Accord
Ross, Dianne - Town of Smoky Lake
Rudolf, Donna - Village of Myrnam
Saskiw, Gerrin - Town of Two Hills
Schafer, Steven - Town of Athabasca
Smith, Ina - S.V. of Pelican Narrows
Svenson, Lavonne - Village of Ryley
Tiedemann, Larry - S.V. Mewatha Beach
Wilkinson, Ted - M.D. of Wainwright
Woodger, Jean - Town of Gibbons

Regrets

Austin, Wanda - Lac La Biche County
Bokenfohr, Wayne - Sturgeon County
Degenhardt, Dallas - Village of Edgerton
Fox, David - M. D. of Bonnyville
Gordeyko, Pat - County of Two Hills
Grumetza, Kevin - Thorhild County
Kuzio, Tara - County of Minburn

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 Viina
Hartl, Travis - Town of Viking
Hryciuk, Stacey - County of Vermilion River
Kuntz, Doyle - Village of Minburn
Malica, Robert - Lamont County
Marko, Bernie - Village of Holden
Tomaszyk, Ed - S.V. of Bondiss, Sunset
Beach
Yontz, Bob - S.V. of Island Lake

Board Meeting Highlights (continued)

Annual Reports – NLLS, Myrnam, Edmonton Garrison

2015/03/07-04 Motion to approve the annual reports for Northern Lights Library System, Edmonton Garrison and Myrnam Library
Larry Tiedemann – carried

Library Managers Advisory Council

- The biggest issue was the book allotment issue. It has now been addressed.

2015/03/07-10 Motion to approve the LMAC report as presented
Dianne Ross – carried.

2015 Board Meeting Dates:

March 7, 2015—2013 Audit
September 12, 2015—Draft Budget
November 7, 2015
(Regular Board Meeting
& Annual General Meeting)
immediately following)

ALTA Report

- ALTA v/c next week to talk about the AGM and Jasper Conference. Vice president is taking over the duties. Provincial trustee voice for library trustees – education and advocacy are the main focus. There are sessions at the ALC geared towards library trustees. If attending the ALC, make sure to attend the AGM –

2015/03/07-11 Motion to accept the ALTA report as presented
Steven Schafer – carried

Libraries Branch Report

- There is no news about changes to the department within the provincial budget. March 13th is the deadline for the Ministers awards. Jen Anderson will be starting to visit the school housed libraries next week. There was a print disabilities symposium in February. There will be a board basics workshop in Bonnyville on September 19th. There will be additional Hoopla funding available for library systems. The changes to the various policies are now online.

2015/03/07-12 Motion to accept the Alberta Libraries Branch Report as presented
Vicky Lefebvre – carried

Directors Report

- To date have visited 16 municipalities to present the 2013 statement of services. The Executive has approved 3 operational policies and they will be on the NLLS website (Public Services operational Policy, Bibliographic Services operational policy and IT operational policy).

2015/03/07-13 Motion to accept the Directors report as presented.
Stephen Dafoe – carried.

Chairman's Report

- NLLS board needs to be front and center with the new politicians. If not in the MLAs faces, and libraries are not talked about, NLLS could be without funding. Rural development and libraries go hand in hand.

2015/03/07-14 Motion to accept the Chairman's report as presented
Craig Lukinuk – 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.