

**Executive committee Meeting  
May 25, 2015  
Meeting Minutes**

Present: Arnold Hanson, Stephen Dafoe, Wayne Bokenfohr, Dallas Degenhardt, Vicky Lefebvre, Pat Gordeyko, Steven Schafer, Greg Barr, Laurent Amyotte  
Regrets: Dianne Ross  
Staff: Julie Walker, Wei Xuan, Patty Mathiot

1. Call to order at 5:15 pm
2. Agenda – add banking – 2 a Banking – **Motion to approve the amended agenda – Wayne Bokenfohr - carried**
  - a. **Motion to add Jodi Arrowsmith to the safety deposit box #5 and to remove Brigitte Sakaluk from the safety deposit box #5. Moved by Dallas Degenhardt – carried.**
  - b. **Motion to remove Brigitte Sakaluk, Assistant Director as the online administrator for Servus Credit Union for Northern Lights Library System and to add Patricia Mathiot, Executive Assistant as the online administrator for Northern Lights Library System – moved by Laurent Amyotte – carried**
  - c. **Motion to remove the signing authorities of Brigitte Sakaluk, Assistant Director and Mircea Panciuk, Executive Director from the Servus Credit Union Accounts and to add Patricia Mathiot, Executive Assistant and Julie E. Walker, Bibliographic Services Consultant as signing authorities to the Servus Credit Union Accounts for Northern Lights Library System- moved by Laurent Amyotte – carried**
  - d. **Motion to remove Brigitte Sakaluk from the company credit card and to add Diane Babcock to the company credit card. Moved by Wayne Bokenfohr – carried**
  - e. **Motion to add Patrick Gordeyko as a board signing authority to the NLLS bank accounts at the Servus Credit Union– moved by Greg Barr – carried.**
3. Minutes from March 7<sup>th</sup> Executive Committee Meeting, Board meeting minutes, Executive Summary – **Motion to approve the Executive Committee minutes of March 7, 2015 – moved by Pat Gordeyko – carried. Motion to approve the board meeting minutes of March 7, 2015 moved by Stephen Dafoe – carried. Motion to approve the board briefs as presented approved by Greg Barr – carried.**
4. In Camera – **Motion to go into Camera at 5:30 pm – Wayne Bokenfohr – carried. Motion to come out of camera at 7:04 moved by Stephen Dafoe – carried. Motion to get PLSB to do an organizational review of NLLS and NLLS board as per the letter sent May 7, 2015 from Bonnie Gray - Moved by Vicky Lefebvre - carried**
5. Process for hiring the director position – table until the June meeting. **Motion to authorize the chair to proceed with interim assistants for NLLS as per the in camera discussions – moved by Stephen Dafoe - carried. Motion to give the Chairman permission to contact the library managers to assist in the interim for NLLS moved by Dallas Degenhardt. – carried.**
6. Book Allotment Guidelines - feedback from the board. This could wait until the 13<sup>th</sup> and then the feedback from LMAC. **Motion to defer the book allotment guidelines discussions to June 13<sup>th</sup> meeting moved by Stephen Dafoe – carried. Motion to hold the next Executive Committee meeting on June 13<sup>th</sup> at 10:00 am moved by Greg Barr – carried.**
7. 2016 budget – Create a budget committee and have the staff start creating their budgets. Dallas Degenhardt, Vicky Lefebvre, Stephen Dafoe, Arnold Hanson and Laurent Amyotte will sit on the committee. There will be time for input at the next meeting.
8. SV of West Baptiste and Village of Andrew interest in joining NLLS

9. Alberta Library Conference feedback – The charter service broke even. The session with the two mayors was excellent. The ALTA AGM was very quiet. Material was relevant, varied and well presented. SLIS research session. Noticed that there wasn't much government representation. Joint ALTA/LAA presentation which told a little about each profession and promised to have another session next year. The coaching session was very well done and would like to see a team building session for NLLS Staff. All of the sessions were very applicable to libraries. ALTA meeting was uneventful. Maureen is now on the LAA executive for one year. Drew Dudley keynote speaker was very well. Get your gay on with GSAs within the library. Found the group more subdued with not as much networking compared to last year.
10. ALTA and alternate – Larry Tiedemann was the representative and his term expired just before the conference in Jasper. Need to find a representative and an alternate to represent the NLLS region. More information will be forthcoming.
11. NLLS conference – Conference brochure was handed out. September 17<sup>th</sup> and 18<sup>th</sup>. NLLS conference is the most cost effective in the region. There might be one more pre-conference session. Stephen would like to commend the staff for the staff pulling together the conference brochure and program. Hoping to have the registrations go online by Friday.
12. LMAC report – Maureen sent it out to the Executive which was of three parts. Kudos to the staff pulling together and answering any questions. **Motion to approve the LMAC report as presented – moved by Stephen Dafoe - carried**
13. Financial Report- **Motion to approve the financial report as presented – moved by Dallas Degenhart - carried**
14. Chairman's Report – busy with calls from Libraries, Library Managers, library systems, PLSB. There is a list of the new MLAs in the folders. Need to get in front of the new MLAs and the minister of Municipal Affairs. A great place to talk with them is FCM or any of the golf tournaments. Adrienne will send out congratulations to the new MLAs, Minister of Municipal Affairs and Rachel Notley. **Motion to accept the Chairman's report as information – moved by Stephen Dafoe – carried.** SRP for outlets of libraries does the subsidy go to the outlets? Greg suggested maybe send the libraries a letter to have the libraries cover the \$75.00. **Motion to cover the \$75.00 for each of the outlets for Lac La Biche County Libraries and ACLM for this year and is subject to review yearly– moved by Stephen Dafoe – carried.** NLLS has received a \$20,000 donation from Enbridge and Julie would like to invite them to the conference for recognition of the donation. The Director sat on lots of committees – June 16<sup>th</sup> is the next Directors meeting. There is also a NODES meeting in June as well. **Motion that Julie Walker will attend the committees that past Director sat on and will report back to the executive to carry back to the board moved by Wayne Bokenfohr –carried.** Wayne was asking about a sheet for advocacy when talking to the MLAs. Arnold would like to challenge the exec members to send to Patty to formulate. Patty will not be able to attend the next board meeting. Need to appoint someone to take minutes at the two meetings.
15. Adjournment – Dallas adjourn at 7:58 pm.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

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