

**Northern Lights Library System
Board Meeting
November 5, 2016
Meeting minutes**

Present

Amyotte, Laurent - County of St. Paul
Austin, Wanda - Lac La Biche County
Berry, David - Town of Vegreville
Brown, Cathy - Town of Tofield
Cheverie, Jim - Town of Bonnyville
Dorosh, Les - Town of Redwater
Grabski, Cheri - Village of Boyle
Griffin, Warren - County of Athabasca
Hryciuk, Stacey - County of Vermilion River
Lefebvre, Vicky - City of Cold Lake
Marko, Bernie - Village of Holden
Padlesky, Don - Town of St. Paul
Ross, Dianne - Town of Smoky Lake
Russnak, Linda - Village of Chauvin
Smith, Ina - S.V. of Pelican Narrows
Valleau, Phil - M.D. of Wainwright
Yaceyko, Richard (alternate) - Town of Vermilion

Arnold, Mary - Village of Paradise Valley
Belik, Wendy (alternate) - Village of Edgerton
Boe, Vanessa - Village of Mannville
Capjack, Bernice - Town of Elk Point
Dafoe, Stephen - Town of Morinville
Frank, Daryl - Village of Kitscoty
Green, Joan - Village of Irma
Hanson, Arnold - Beaver County
Kuzio, Tara - County of Minburn
Lukinuk, Craig - Smoky Lake County
Olechow, Wayne - Town of Bruderheim
Parkyn, Roger - Village of Marwayne
Rudolf, Donna - Village of Myrnam
Sinclair, Don - M. D. of Bonnyville
Svenson, Lavonne - Village of Ryley
Woodger, Jean - Town of Gibbons

Regrets

Clarke, Donna - Town of Mundare
Krahulec, Julie - Village of Waskatenau
Saskiw, Gerren - Town of Two Hills

Ferd, Caron - Sturgeon County
Pocock, Lorna - Town of Bon Accord
Sisson, Larry - Thorhild County

Absent

Bancroft, Garth - S.V. Island Lake South, Whispering Hills
Gorkeyko, Pat - County of Two Hills
Hursin, Amelia (Myn) - S.V. of West Baptiste
Matiaszow, Brent - Village of Andrew
Romanko, Don - Village of Vilna
Tiedemann, Larry - S.V. of Mewatha Beach/ALTA Rep
Tyska-Evans, Tanu - Town of Athabasca

Foley, Bob - Town of Wainwright
Hartl, Travis - Town of Viking
Malica, Robert - Lamont County
McMann, Debbie - Village of Innisfree
Sharun, Steven - Town of Lamont
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach
Yontz, Bob - S.V. of Island Lake

Guests

Allan, Ken - Library Branch Rep

Penn, Maureen - Library Managers' Advisor

Staff

Elliott, Heather – Bibliographic Consultant/Manager
McGrath, Kelly - I.T. Consultant/Supervisor
Walker, Julie - Executive Director

Hampson, Terri - Finance Officer
Paradis, Tracy - Recording Secretary

1. Call to order – Meeting called to order at 10:04 am.
2. Introductions
3. Adoption of Agenda

APPENDIX I

Addition: 5.8 PLSB Presentation; 5.9 Voting
**2016/11/05-01 Motion to approve the amended agenda
Bernie Marko – carried**

4. Minutes of September 17, 2016

APPENDIX II

**2016/11/05-02 Motion to approve the minutes of September 17, 2016
Don Padlesky – carried**

5. For information

1. Policy Committee Update

APPENDIX III

- The term for the Executive Committee was one year, suggested a two-year term
- Elections from today will carry on until May; then there will be another election in May which will run the term
- Any outstanding Administration Policies will be brought to the Board as discussed.
- The point of the word “egregious” was discussed and determined that if there are any issues with the Executive Director it will be brought forth to the Grievance Committee

**2016/11/05-03 Motion to strike out the sentence containing the word egregious –
David Berry – carried**

**2016/11/05-04 Motion to approve the policies as updated and presented –
Jim Cheverie - carried**

2. Financial Report – Terri Hampson

APPENDIX IV

- Comparison Budget from now to a year ago (see attachment)
- 2017 showing \$27,000 in the clear
- Items and lines are able to be amalgamated, they are still being worked on
- 2018 showing a deficit of \$32,000 – but that’s due to money held in capital reserves
- The COLA has been dropped from 3% to 1.5% (a savings of \$17,000)

**2016/11/05-05 Motion to approve budget as amended to the 1.5% COLA
Don Padlesky – carried**

3. Library Managers’ Council Report– Maureen Penn

APPENDIX V

- Thank you to NLLS staff for the training day at Blue Quills
- Maureen is the new LAA rep for PNA
- ALC2017 keynote speakers – Rick Mercer and Joseph Boyden
- Blue Quills PD day – there was a background presentation of the residential school; they did a tour of the building; they are providing social work training; they are now an accredited University; as well providing training in Cree.

**2016/11/05-06 Motion to accept the Library Managers’ Council Report as presented
Stephen Dafoe – carried**

4. ALTA Report – Stephen Dafoe

APPENDIX VI

- Last weekend they held their annual retreat, was well attended
- They are working on many new things

5. Libraries Branch Report – Ken Allan

APPENDIX VII

- Thanks to NLLS for training day at Blue Quills
- The Libraries Branch is hosting an Indigenous Symposium on February 23 and 24, 2017
- The Libraries Branch is offering Board Basics training – there are dates available in February and March 2017
- A reminder that PLSB can come out and do individual Board Basic sessions for any councils that are interested

**2016/11/05-07 Motion to accept the Libraries Branch Report as presented
Diane Ross – carried**

6. Director's Report – Julie Walker

APPENDIX VIII

- NLLS has 3 new vehicles
 - the large delivery van
 - Dodge Journey for Consultants
 - Jeep Patriot for Indigenous services
- Developed MOU's with Cold Lake and Lac La Biche
- Training
 - September 8 – Homelessness Webinar
 - October 3 – Safe & Sound PD day at HQ – 22 people attended
 - October 19 – Blue Quills/LMC PD day – 78 people attended
 - November 19 – In-Service for all Board members and Library Staff
- Nodes and System meeting
 - Julie and Arnold attended the PLSB Nodes and System meeting, it was discussed that PLSB did a survey on courier in 2011. Out of 180+ libraries there were 36 that were worst offenders (13 of those included libraries in our system).
 - In June they asked NLLS to drop courier to a minimum therefore all materials need to come to the system for distribution, therefore there is an increase in items on the van run
 - We are putting on an extra van run for 13 libraries
 - Need to develop a Building Committee to expand the garage and present an application to PLSB for renovations or to apply for a matching grant up to \$125,000
 - We have a block of rooms set aside for the Jasper Conference – if you require a room please contact Julie or Tracy
 - Renee Leblanc is the acting CEO for TAL until June

2016/11/05-08 Motion to accept the Executive Director's report as information.

Les Dorosh – carried

7. Chairman's Report

APPENDIX IX

- Thanks to NLLS staff and Executive for bringing issues together
- NLLS has a full complement of staff, libraries are happy with service and products being delivered (free I-Pads)
- Indigenous Peoples are at the top of the list to assist. We are one of the first to really get going and rolling out this program
- NLLS staff have worked hard
- We need to thank the government every chance we get for the increase they've Given
- Arnold is stepping down as Chair

8. PLSB Presentation – Ken Allan

- Board Orientation

9. Voting

Nominations for Chair:

First call for nominations:

Laurent Amyotte nominated Stephen Dafoe – Stephen accepted

Second call for nominations:

None

Third call for nominations:
None
Nominations cease
Stephen Dafoe acclaimed as Chair

Nominations for Executive Committee:
Sturgeon County – automatic seat by population
City of Cold Lake – automatic seat by population

Voted to Executive by Zone:
Zone 1 – Dianne Ross-Town of Smoky Lake
Zone 2 – Jim Cheverie-Town of Bonnyville
Zone 3 – Arnold Hanson-Beaver County
Zone 4 – Joan Green-Village of Irma

**2016/11/05-09 Motion to destroy ballots from election –
Jean Woodger – carried**

**2016/11/05-10 Motion to fill the other 3 vacancies on Executive Committee –
Dwight Wiebe – carried**

First call for nominations:
Bernice Capjack nominated Laurent Amyotte – Laurent accepted
Second call for nominations:
Dianne Ross nominated Craig Lukinuk – Craig accepted
Third call for nominations:
Craig Lukinuk nominated Warren Griffin – Warren accepted
Fourth call for nominations:
Richard Yaceyko nominated Linda Russnak – Linda accepted

Voted to Executive by General Board:
Laurent Amyotte
Warren Griffin
Linda Russnak

**2016/11/05-11 Motion to destroy ballots from election –
Arnold Hanson - carried**

Committees:
Policy Committee

**2016/11/05-12 Motion to leave Policy Committee as it stands (Stephen Dafoe, Vicky Lefebvre, Craig
Lukinuk, Jim Cheverie, Warren Griffin, Arnold Hanson) –
Lavonne Svenson – carried**

Executive Committee
Stephen Dafoe – Chair
Vicky Lefebvre, Ferd Caron, Dianne Ross, Jim Cheverie, Arnold Hanson, Joan Green,
Laurent Amyotte, Warren Griffin, Linda Russnak

Human Resources Committee

Craig Lukinuk – Zone 1

Ina Smith – Zone 2

Lavonne Svenson – Zone 3

David Berry – Zone 4

Finance & Audit Committee

2016/11/05-13 Motion to leave Finance & Audit Committee as it stands (Stephen Dafoe, Vicky Lefebvre, Craig Lukinuk, Lavonne Svenson, Laurent Amyotte) – Stacey Hryciuk – carried

Building & Equipment Committee

Craig Lukinuk – Zone 1

Laurent Amyotte – Zone 2

Wayne Olechow – Zone 3

Richard Yaceyko – Zone 4

Next Board Meeting February 11, 2017 at 10:00 a.m.

**2016/11/05-14 Motion to adjourn at 1:00 pm
Linda Russnak – carried**