

**Northern Lights Library System
Board Meeting
February 11, 2017
Meeting minutes**

Present

Amyotte, Laurent - County of St. Paul
Austin, Wanda - Lac La Biche County
Brown, Cathy - Town of Tofield
Ferd, Caron - Sturgeon County
Dafoe, Stephen - Town of Morinville
Dorosh, Les - Town of Redwater
Frank, Daryl - Village of Kitscoty
Grabski, Cheri - Village of Boyle
Hanson, Arnold - Beaver County
Krahulec, Julie - Village of Waskatenau
Lukinuk, Craig - Smoky Lake County
Marko, Bernie - Village of Holden
McMann, Debbie - Village of Innisfree
Parkyn, Roger - Village of Marwayne
Ross, Dianne - Town of Smoky Lake
Russnak, Linda - Village of Chauvin
Sinclair, Don - M. D. of Bonnyville
Svenson, Lavonne - Village of Ryley
Valleau, Phil - M.D. of Wainwright
Yaceyko, Richard (alternate) - Town of Vermilion

Arnold, Mary - Village of Paradise Valley
Berry, David - Town of Vegreville
Capjack, Bernice - Town of Elk Point
Cheverie, Jim - Town of Bonnyville
Degenhardt, Dallas - Village of Edgerton
Foley, Bob - Town of Wainwright
Gordeyko, Pat - County of Two Hills
Griffin, Warren - County of Athabasca
Hryciuk, Stacey - County of Vermilion River
Lefebvre, Vicky - City of Cold Lake
Malica, Robert - Lamont County
Matiaszow, Brent - Village of Andrew
Padlesky, Don - Town of St. Paul
Pocock, Lorna - Town of Bon Accord
Rudolf, Donna - Village of Myrnam
Schueler, Judy (alternate) - Town of Bruderheim
Smith, Ina - S.V. of Pelican Narrows
Tiedemann, Larry - S.V. of Mewatha Beach/ALTA Rep
Woodger, Jean - Town of Gibbons

Regrets

Clarke, Donna - Town of Mundare
Kuzio, Tara - County of Minburn

Green, Joan - Village of Irma
Romanko, Don - Village of Vilna

Absent

Bancroft, Garth - S.V. Island Lake South, Whispering Hills
Hartl, Travis - Town of Viking
Saskiw, Gerra - Town of Two Hills
Sisson, Larry - Thorhild County
Tyska-Evans, Tanu - Town of Athabasca

Boe, Vanessa - Village of Mannville
Hursin, Amelia (Myn) - S.V. of West Baptiste
Sharun, Steven - Town of Lamont
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach
Yontz, Bob - S.V. of Island Lake

Guests

Feser, Ken - Library Branch Rep

Penn, Maureen - LMC

Staff

Elliott, Heather - Bibliographic Consultant/Manager
Hampson, Terri - Finance Officer
Paradis, Tracy - Recording Secretary
Walker, Julie - Executive Director

Fontaine, Tanya - Indigenous Serv. Library Liaison
McGrath, Kelly - I.T. Consultant/Supervisor
Poitras, Colette - Public Services

1. Call to order – Meeting called to order at 10:05 am.

Acknowledge of Treaty 6 and Land of the Metis - Colette

2. Introductions

3. Adoption of Agenda

2017/02/11-01 Motion to approve the agenda - Les Dorosh – carried

APPENDIX I

4. Minutes of November 5, 2016

2017/02/11-02 Motion to approve the minutes of November 5, 2016 - Bernie Marko – carried

APPENDIX II

5. For information

1. NLLS Audit – Barb McCarthy – JMD Group **APPENDIX III**
 - bank account balance \$1,197,538 ending December 2016 compared to \$1,841,029 ending December 2015; due to \$1,002,387 moved to short-term investments
 - total assets \$2,344,240; total liabilities \$405,739

2017/02/11-03 Motion to accept the Audit as information – Dallas Degenhardt, seconded Laurent Amyotte – carried

2. Libraries Branch Report/NLLS Plan of Service – Ken Feser **APPENDIX IV**
 - February
 - Minister’s Awards for Libraries & Systems – nominations accepted
 - Symposium – 3-day workshop in-service for Indigenous communities Feb.22-24
 - the best way to deliver service to these communities
 - New Alberta E-books collection from Alberta authors

Plan of Service – 2018-2020

- purpose – it’s legally required; establish a strategic plan going forward for providing services
- Governance and Advocacy; infrastructure, succession planning

3. Annual Reports – NLLS, Myrnam, Edmonton Garrison **APPENDIX V**

2017/02/11-04 Motion to accept the NLLS Annual Report as presented – Dallas Degenhardt – seconded Warren Griffin – carried

2017/02/11-05 Motion to accept the Edmonton Garrison Annual Report as presented – Lavonne Svenson – seconded Dallas Degenhardt – carried

2017/02/11-06 Motion to accept the Myrnam Annual Report as presented – Les Dorosh – seconded Larry Tiedemann – carried

4. LMC Report – Maureen Penn **APPENDIX VI**
 - PNLA in Post Falls, ID August 2-4
 - Renew and Reimagine – Academic & Special Libraries, Public Libraries and Trustees
 - March 1 – LMC meeting Regular and AGM
 - Changing the October meeting to coincide with NLLS Conference in September

2017/02/11-07 Motion to accept LMC Report as presented – Craig Lukinuk – carried

5. ALTA Report – Larry Tiedemann **APPENDIX VII**
 - evaluating different proposals for educating the public
 - preparing for ALC
 - how to add to the membership list
 - change how the President is elected

2017/02/11-08 Motion to accept the ALTA Report as presented - Diane Ross – carried

6. PLSB Report (see 5.2)

7. Director’s Report – Julie Walker **APPENDIX VIII**
 - New Minister of Municipal Affairs – Shaye Anderson
 - New Staff – Tanya Fontaine, Indigenous Services Library Liaison

- Master's in Education, fluent in Cree
- she will provide services and connections to reserves and Indigenous communities
- she will also be recording stories of the Indigenous people (oral histories)
- Plan of Service is due – 2018-2020
- Updating library websites - websites aren't functional, and not attractive to patrons
 - Clinton from Townlife is working on some mock ups of different sites
- Digitization project for records retention
- Digitization equipment
 - required for record retention
 - digitizing histories and pictures from settlements and reserves
 - libraries will also
 - approx. \$30,000 - \$12,000 from Indigenous Grant; \$18,000 from Capital Reserves
- 2nd van run has been accepted well – PLSB asked us to reduce courier service, therefore the 2nd van was implemented
- 2 new computer labs have been created
- fortigates and anti-virus is being installed at all libraries
- Edgerton is up and running as of Thursday
- ALC 2017 – we still have rooms available, but we need confirmation ASAP because Jasper Park Lodge would like the unused rooms back
- NLLS Conference September 14 & 15
 - LMC meeting in the morning of September 14, and pre-conference sessions will be in the afternoon; the full day of sessions on September 15

2017/02/11-09 Motion to accept the Executive Director's Report as information – Warren Griffin – carried

8. Chairman's Report – Stephen Dafoe **APPENDIX IX**
- Plan of Service Committee – Lavonne Svenson, Stacey Hryciuk, Bernie Marko and Cathy Brown.

2017/02/11-10 Motion to purchase Digitizing equipment for \$30,000; taking \$12,000 from Indigenous Grant and \$18,000 from Capital Reserves – Jim Cheverie – carried

2017/02/11-11 Motion to accept the Chairman's Report as information – Warren Griffin – carried

Next Board Meeting May 6, 2017 at 10:00 a.m.

2017/02/11-12 Motion to adjourn at 11:45 am – Bernie Marko – carried