

**Executive Committee Meeting
April 10, 2017
Meeting Minutes**

Present: Stephen Dafoe, Arnold Hanson, Vicky Lefebvre, Jim Cheverie, Laurent Amyotte, Ferd Caron

Regrets: Dianne Ross, Warren Griffin, Joan Green, Linda Russnak

Guest: Amber Fehr

Staff: Julie Walker, Kelly McGrath, Terri Hampson, Colette Poitras, Heather Elliott

1. Meeting called to order at 2:20 p.m.
2. Additions to Agenda – 15 & 16 - **Motion to approve amended agenda – Arnold Hanson – Carried.**
3. Minutes of February 11 – **Motion to approve the Executive minutes of February 11, 2017 as presented – Ferd Caron – Carried.**
4. LMC Report - **Motion to accept LMC Report as information – Vicky Lefebvre – Carried.**
5. **Motion to go into camera – 2:30; motion to come out of camera 3:05**
 - a. **Motion of items discussed in camera – Arnold Hanson – Carried.**
 - b. **Motion to disband the Executive Director evaluation committee – Laurent Amyotte – Carried.**
6. Executive Director's Report
 - Bibliographic Services Operational Policy to be presented as information to the board meeting. Append to current NLLS policies.
 - IT providers – considering options.
 - IUG (Innovative User Group) Polaris – Executive Director and Managers attended this conference.
 - Julie Walker – My Library App
 - Kelly McGrath – Leap and wireless scanner, lower cost tablets
 - Heather Elliott – Conversations, tips, negotiations, communication for support you need
 - Colette Poitras – New and upcoming for end user functionality/digitization information
 - TAL – The Alberta Library
 - New Websites template/designs for our libraries with Townlife (May)
 - Schools moving towards Learning Commons
 - Colette has received the Movers & Shakers 2017-Community Builders award
 - Blanket exercise – **Motion to investigate this exercise for staff and Executive Committee – Arnold Hanson – Carried.**
 - Motion to accept Executive Directors' report as information – Arnold Hanson – Carried.**
7. Chairman's Report
8. Sturgeon County Funding Model
 - **Motion that administration supply Sturgeon County with how book allotment is broken down – Ferd Caron – Carried.**

9. NLLS Staff at Executive Meetings
 - Staff members attending vs. being added to agenda
 - Input by staff to be put on the agenda going forward
10. NLLS Staff at Board Meetings/Protocol
 - Board members not sitting at the main table.
 - Look at better seating arrangements and overall use of room.
11. Standard Meeting Dates and Cancellations
 - Julie and Stephen to look at the calendar for additional EC meetings.
 - Professional Development for Executive Committee and Board.
12. ALC and Jasper re-imbusement for Executive
Motion for NLLS to pay for ALC Conference Registration for the County of St. Paul Library Board delegate – Jim Cheverie – Carried.
13. Net Gain on 2016 Budget
 - PD and Reserve expenditures.
 - Motion to have administration explain to the Board about the reserve funds and the net gain and the process to create a reserve process – Jim Cheverie – Carried.**
14. Learning Commons (School-housed Public Libraries)
 - How does NLLS become a vocal stakeholder with these shared services changes?
 - Motion to accept as information and draft letter for review by the Executive Committee – Ferd Caron – Carried.**
15. Infrastructure Budget Allocation from Municipal Affairs
Motion to have administration to provide clarification on what was spent from 2007 to current on general building maintenance – Arnold Hanson – Carried.
16. Saskatchewan – Reciprocal agreement
 - **Motion to have administration research and development a plan to continue the reciprocal agreement with the Saskatchewan Library System – Ferd Caron – Carried.**
17. Adjournment – 5:30 p.m.