

**Executive Committee Meeting
June 26, 2017
Meeting Minutes**

Present: Stephen Dafoe, Vicky Lefebvre, Jim Cheverie, Laurent Amyotte, Ferd Caron, Warren Griffin,

Staff: Julie Walker, Heather Elliott, Tracy Paradis, Colette Poitras

1. Meeting called to order at 3:01 p.m.
2. Additions
Motion to approve agenda – Laurent Amyotte – Carried.
3. Approval of Minutes of May 13 – carried over to September meeting
4. In-Camera
Motion to go in camera – Ferd Caron – Carried
In camera 3:03 p.m.
Motion to come out of camera – Ferd Caron – Carried
Out of camera 4:03 p.m.
5. Executive Director's Report
 - ALC System Reception
 - system Directors were asked what the purpose of the reception at the Outlook Cabin in Jasper was for; it was for the systems board to meet with the municipalities in previous years to network. But now that's not required as much.
 - TRAC Directors have decided not to do the reception anymore
 - Outlook Cabin has been released back to Jasper Park Lodge
 - should NLLS consider booking the cabin for the next year
 - there are 6 double rooms in the cabin (that can be used for staff and board members)
 - everyone agreed that would be a good idea as we are always looking for double rooms at the ALC.
 - TAL
 - was fined \$375,000 for not paying taxes on membership fees; TAL went to court and won the judgement.
 - CRA unfortunately went back on TAL for them charging for extra services to their patrons; they are now being charged over one million dollars for taxes.
 - TAL is set to have conversations on Wednesday
 - Building Update
 - Phoenix Engineering out of Wainwright has agreed to do our building assessment for renovations
 - they will do a cost analysis for the renovations as well as a building assessment
 - should have some quotes by next week
 - Hoopla
 - PLSB no longer putting money into Hoopla going forward
 - due to this NLLS will be close to \$80,000 over budget at the end for this service
 - Calgary Library has dropped Hoopla
 - systems have reduced number of checkouts per patron
 - we are looking at going to 6 checkouts or drop the price per item down

- Lab Training Centre
 - at our last staff meeting we decided to designate 4 laptops and 4 sets of headphones strictly for staff training purposes
 - this is so staff will not be interrupted when taking an on-line course or a webinar
- Polaris Update
 - upgrading Polaris today from 5.1 to 5.2
 - the next upgrade will be 5.5

- Kelly and Jodi are off to Montreal tomorrow for an IT Symposium for the rest of the week; this trip was paid for by a vendor which included airfare and accommodations

Motion to accept the Executive Director's report as information – Warren Griffin – Carried

6. Chairman's Report

- Plan of Service
 - is going very well
 - consultations from Municipalities have been very good
 - had 2 sessions in Vegreville
 - these statistics will be compiled into a document, then a face to face meeting in August to discuss the last stages; then hopefully presented to the Board in September
 - Service is the big key – we exist to serve our libraries; if libraries are happy then the municipalities are happy
- ALTA – Larry Tiedemann has stepped down as our representative
 - Stephen is unable to commit the required for this, therefore will send an email to request a member to represent us

Motion to accept Chairman's Report as information – Laurent Amyotte – Carried

7. Adjournment

Motion to adjourn at 4:33 p.m. – Vicky Lefebvre – Carried