

**Northern Lights Library System
Board Meeting
May 25, 2019
Meeting minutes**

Present

Arnold, Mary - Village of Paradise Valley
Berry, David - Town of Vegreville
Brown, Cathy - Town of Tofield
Dafoe, Stephen - Town of Morinville
Dorosh, Les - Town of Redwater
Fodness, Maxine (alt.) - County of St. Paul
Frank, Daryl - Village of Kitscoty
Griffin, Warren - Athabasca County
Heslin, Cyndy - Village of Ryley
Lukinuk, Craig - Smoky Lake County
May, Tanya - Town of Bon Accord
McLuckie, Jill - Village of Mannville
Morton, Melody - Town of Smoky Lake
Olechow, Wayne - Town of Bruderheim
Reid, Tom - Village of Edgerton
Sabo, Lillian - Town of Mundare
Smith, Barbara - Village of Boyle
Sorochan, Elaine - Town of Two Hills
Swigart, Dana - M.D. of Bonnyville
Tiedemann, Larry - S.V. of Mewatha Beach

Beniuk, Darlene - Lac La Biche County
Berry, Loraine (alt.) - Town of Gibbons
Bruce, Barry - Beaver County
Diduck, David - Lamont County
Filipchuk, Richard - Thorhild County
Foley, Bob - Town of Wainwright
Gramlich, Val - Village of Chauvin
Harvey, Al - Town of Lamont
Lefebvre, Vicky - City of Cold Lake
Marko, Bernie - Village of Holden
Miller, Maureen (alt.) - Town of St. Paul
McQuinn, Debra - Town of Elk Point
Murray, Clinton - County of Vermilion River
Oudshoorn, Will - Village of Innisfree
Rudolf, Donna - Village of Myrnam
Saskiw, Dianne - County of Two Hills
Smith, Ina - S.V. of Pelican Narrows
Storoschuk, Lorna - Town of Bonnyville
Thompson, Justin - Town of Vermilion
Valleau, Phil - M.D. of Wainwright

Regrets

Binder, Duncan - S.V. of Island Lake
Kuzio, Tara - County of Minburn
Lupul, Sheila - Village of Andrew

Krahulec, Julie - Village of Waskatenau
Lawrence, Tara - Village of Marwayne
Shaw, Karen - Sturgeon County

Absent

Barr, Lori - S.V. Island Lake South
Hursin, Amelia (Myn) - S.V. of West Baptiste
Lawson, Marjorie - Village of Irma
Romanko, Don - Village of Vilna

Cherniwchan, Tannia - Town of Athabasca
Irving, Dennis - S.V. of Whispering Hills
Nearing, Clint - Town of Viking
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach

Guests

Anheliger, Jennifer - ALTA Rep.
DeSousa, Jordan & Anderson, Kerry - PLSB

Dahlgren, Jodi - LMC

Staff

Elliott, Heather - Marketing & Communications Mgr.
McGrath, Kelly – I.T. Manager
Walker, Julie - Executive Director

Hampson, Terri - Finance Officer
Paradis, Tracy - Administrative Assistant/Recording Secretary

1. Call to order – Meeting called to order at 10:01 a.m.
2. Introductions
3. Acknowledge of Treaty 6 and Land of the Metis

4. Adoption of Agenda

APPENDIX I

2019/05/25-01 Motion to accept the agenda – Lorna Storoschuk – carried

5. Minutes of March 2, 2019

APPENDIX II

2019/05/25-02 Motion to approve the minutes of March 2, 2019 – Dana Swigart – carried

6. For information

1. PLSB Report – Jordan DeSousa & Kerry Anderson

APPENDIX III

- starting Board Basics workshops for Summer & Fall; the next one in our area is in Viking on June 8, 2019 registration is open
- PLSB offers Board orientation for single boards or Municipal board and System boards
- creating training by webinar (pilot project); webinars on specific topics
- all documents are accessible on the PLSB website
- albertalibraries.ca
- in the process of transitioning ILL service – new software and workflows
- seeking permission from the new government to payout grants (possible installments)

2019/05/25-03 Motion to accept PLSB report as information – Bernie Marko – carried

2. LMC – Jodi Dahlgren

APPENDIX IV

- attended IUG with Julie and Kelly
- Innovative Interfaces has a new CEO and they are developing a new ILS system
- attended ALC in Jasper
- Smoky Lake is celebrating their 75th Anniversary in June
- LMC had a meeting this past Wednesday
 - asked Administration to have a professional development tab for sessions and conferences attended by staff that may be useful to librarians
 - discussed help desk ticket response times
- next LMC meeting is in October

2019/05/25-04 Motion to accept the LMC report as information – Phil Valleau – carried

3. ALTA Report – Jennifer Anheliger

APPENDIX V

- attended ALC in Jasper
- very much appreciated being able to attend
- ALTA presents awards to libraries for the outstanding things they do, so please nominate your library if they do something special
- ALTA AGM
 - demonstration of trustee link
 - access to information – Trustee handbook
- making sure that library goals are in line with government goals
- next ALTA board meeting is June 15
 - proceeding with Advocacy to the new government

2019/05/25-05 Motion to accept the ALTA report as information – Barbara Smith – carried

4. Financial Report

- see attached
- please fill out eft forms for faster payment

2019/05/25-06 Motion to accept the Financial Report as information – Al Harvey – carried

5. Executive Director – Julie Walker

APPENDIX VI

- headquarters has 4 summer students: 1 for Public Services, 1 for I.T. Services, and 2 for Bib/Admin
- Heather has received her MLIS
- Kayla has resigned from Public Services
- in need of 2 consultants, Bib. Services Manager and Public Services Manager
- attended ALC
- RBDigital (magazines) combining with TRAC, there will be access to over 200 magazines instead of 50
- met with Whitehots for Indigenous programming – creating hotspots for on reserve
- attended IUG
 - signed contract with Solus (replaces Boopsie)
- have completed 20 Council presentations and 1 Library Board presentation
- see attached for Creative Ways to Procure MLIS Candidates

2019/05/25-07 Motion to accept the Executive Director’s report as information – Les Dorosh – carried

6. Chairman’s Report – Larry Tiedemann

APPENDIX VII

- see attached
- attended ALC
 - discussions about advocacy
 - created a letter from all System Chairs to Minister about library necessity, the small communities committee is forwarding letter to AUMA and RMA
 - collect stories from patrons and libraries as to why libraries are important
 - council presentations are going very well
 - please request if your municipality would like a Statement of Services presentation from the Chair and Executive Director
 - it was suggested that NLLS reach out the municipalities in this regard
 - boards are invited to attend the council presentation

2019/05/25-08 Motion to accept the Chairman’s report as information – Tom Reid – carried

7. Building Committee – Craig Lukinuk

APPENDIX VIII

- pre-design and pre-construction fees need to be paid
- we are waiting for grant approval for the renovations, cannot apply until October
- the idea was to complete the conceptual drawings, for the upcoming renovations in the future with grant funding
- pre-construction fees to Jen-Col in the amount of \$45,000 and pre-design fees to Kennedy Architecture in the amount of \$167,000

2019/05/25-09 Motion to pay outstanding bills to Jen-Col for \$45,000 and to Kennedy Architecture for \$167,000 – Craig Lukinuk – carried

8. Parliamentarian

APPENDIX IX

- getting quotes from other consulting firms to do a workshop on parliamentary services for our Board
- there are no specifics in place in our by-laws on how to conduct a meeting

2019/05/25-10 Motion that the Board postpone decision on a workshop on parliamentary procedure to the next regular meeting, allowing Administration to gather further data – Stephen Dafoe – carried

9. Elections

Board Chair

- First call for nominations of Board Chair
Phil Valleau nominates Larry Tiedemann – Larry accepts
Stephen Dafoe nominates Vicky Lefebvre – Vicky accepts
- Second call for nominations
- Third call for nominations

2019/05/25-11 Motion to cease nominations – Lorna Storoschuk – carried

Vicky Lefebvre declared as Board Chair

Executive Committee – Zone 1 Representative

- First call for nominations of Zone 1 Rep.
Barbara Smith nominates Craig Lukinuk – Craig accepts
Larry Tiedemann nominates himself
Melody Morton nominates Warren Griffin – Warren accepts
- Second call for nominations
- Third call for nominations

2019/05/25-12 Motion to cease nominations – Dave Berry– carried

Craig Lukinuk declared as Zone 1 representative

Executive Committee – Zone 3 Representative

- First call for nominations of Zone 3 Rep.
Stephen Dafoe nominates Cyndy Heslin – Cyndy accepts
Barry Bruce nominates Bernie Marko – Bernie declines
- Second call for nominations
- Third call for nominations

2019/05/25-13 Motion to cease nominations – Bob Foley – carried

Cyndy Heslin declared as Zone 3 Representative

Executive Committee – Member-At-Large

- First call for nominations of Member-At-Large
Barbara Smith nominates Warren Griffin – Warren accepts
Phil Valleau nominates Larry Tiedemann – Larry accepts
- Second call for nominations
- Third call for nominations

2019/05/25-14 Motion to cease nominations – Dianne Saskiw – carried

Tied vote – name pull
Larry Tiedemann declared as Member-At-Large

Executive Committee – Member-At-Large

- First call for nominations of Member-At-Large
Stephen Dafoe nominates Warren Griffin – Warren accepts
- Second call for nominations
- Third call for nominations

2019/05/25-15 Motion to cease nominations – Bernie Marko – carried

Warren Griffin declared as Member-At-Large

Budget Committee

- First call for nominations of General member
Maxine Fodness nominates Laurent Amyotte – Laurent accepts
- Second call for nominations
- Third call for nominations

2019/05/25-16 Motion to cease nominations – Debra McQuinn – carried
Laurent Amyotte declared as General member

1. Larry Tiedemann – Zone 1
2. Lorna Storoschuk – Zone 2
3. Al Harvey – Zone 3
4. Justin Thompson – Zone 4
5. Laurent Amyotte – General

Policy Committee

- First call for nominations for General member
Craig Lukinuk nominates – Warren Griffin – Warren accepts
David Berry nominates Bernie Marko – Bernie accepts
Darlene Beniuk nominates Elaine SoroChan – Elaine accepts
- Second call for nominations
- Third call for nominations

2019/05/25-17 Motion to cease nominations – Larry Tiedemann – carried
Warren Griffin declared as General member

1. Barbara Smith – Zone 1
2. Debra McQuinn – Zone 2
3. Karen Shaw – Zone 3
4. Will Oudshoorn – Zone 4
5. Warren Griffin – General

Advocacy Committee

- First call for nominations for General member
Lorna Storoschuk nominates Dianne Saskiw – Dianne accepts
- Second call for nominations
- Third call for nominations

2019/05/25-18 Motion to cease nominations – Bernie Marko – carried
Dianne Saskiw declared as General member

1. Larry Tiedemann – Zone 1
2. Elaine SoroChan – Zone 2
3. Cyndy Heslin – Zone 3
4. Justin Thompson – Zone 4
5. Dianne Saskiw - General

Grievance Committee

1. Barbara Smith; alternate Melody Morton – Zone 1
2. Darlene Beniuk; alternate Lorna Storoschuk – Zone 2
3. Stephen Dafoe; alternate Bernie Marko – Zone 3
4. Mary Arnold; alternate Daryl Frank – Zone 4

Building Committee

- First call for nominations for General member
Justin Thompson nominates Dave Berry – Dave accepts
- Second call for nominations
- Third call for nominations

2019/05/25-19 Motion to cease nominations – Les Dorosh – carried

Dave Berry declared as General member

1. Craig Lukinuk – Zone 1
2. Laurent Amyotte – Zone 2
3. Karen Shaw – Zone 3
4. Jill McLuckie – Zone 4
5. Dave Berry – General

10. Adjournment at 12:36 p.m.

Next regular Board Meeting

Approved By: _____

Date: _____