

Strathcona County Library Board

Meeting

February 23, 2009 - 7:00 pm  
Committee Room

Minutes

**BOARD MEMBERS PRESENT**

Muriel Abdurahman (Chair)  
Ernie Jurkat  
Scott Blair  
Joan MacDonald  
Valerie Mitchell  
Teddy Moline  
Roxy Shulha-McKay  
Colin Vann – Teleconference

Regrets

Councillor Jason Gariepy  
Judy Schultz

Library Staff

Sharon Siga (Director)  
Sally Gaumont (Minutes)

The meeting was called to order at 7:00 pm. The Chair requested the minutes reflect appreciation to Louise Ludwig for all her effort and organization of the volunteers for the Friends 50/50 draw at the February 24<sup>th</sup> Edmonton Oilers hockey game.

1.0 AGENDA

1.1 Additions to the Discussion/Decision Agenda. Item 5.1 Learning Cities was tabled to the next meeting. Item 6.4.3 and 6.4.4 will be dealt with as the last items on the agenda.

**MOTION 21/2009**

That the Strathcona County Library Board approve the Discussion/Decision Agenda as amended.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

## 1.2 Approval of the Consent Agenda

On page 91 fourth paragraph first sentence a word is missing. Restate “one” of our 3. Pleased Sharon took initiative to do this. Page 111-112 please change ‘enquiry’ to ‘inquiry’.

### **MOTION 22/2009**

That the Strathcona County Library Board accept the items on the Consent Agenda as amended and as information.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

## 3.0 REPORTS

### 3.1 Board Chair

- Ernie Jurkat went to the last ‘Lead Gift’ Committee meeting for Muriel and he was impressed with the number of people they are soliciting and getting agreement to help with the Capital Campaign. Each meeting they distribute a list of people who have contributed, but not the monetary value of the contribution.
- Muriel attended the reception for the first ever Arts Expo as well as the displays. It was an impressive gathering of artists and others. This was put on by the Arts and Culture Council of Strathcona County. The library booth was well placed next to the County booth.
- Muriel was proud to be part of Ian McCormack’s presentation to the Rotary Club of Sherwood Park about the new Community Centre, he did a fine job. Ian also made a presentation to the Lions Supper Club.

### 3.2 County Councillor – not available.

### 3.3 Director: Update on New Library Planning. Sharon Siga’s report is attached to the agenda. One of the first questions people ask about the new Community Centre and the library is about parking. There was a long discussion about the library parking requirement. The traffic consultant report will be presented to the Community Centre Steering Committee in mid-April. The library board needs to formulate their stand by this time. Diehl Townsley, Rudy Koop and Colin Roggeveen are scheduled for a short presentation and questions period at the March 16<sup>th</sup> board meeting.

3.4 Capital Campaign Update.

**MOTION 23/2009**

That the Strathcona County Library Board approve four naming opportunity proposals of February, 2009. Homework Help (Peter and Pat Elzinga), Newspapers and Magazines (Sherwood Park/Strathcona County News), the Career Centre (Rotary Club of Sherwood Park Centennial), the Storytime Room in the Enchanted Forest (Doug and Velda Fulford).

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

3.5 Lease Negotiations. Scott Blair reported that the Mall has indicated that their preliminary draft appraisal is almost done then they want to arrange a meeting to see if we can find common ground.

3.6 ALTA. Joan MacDonald reported that Mike Babichuk from St. Albert will have to be nominated from the floor at the annual general meeting in Jasper to be Joan's replacement on the ALTA board. It was suggested that Joan check the ALTA bylaws for their rules on making changes to the structure of their organization.

4.0 **FINANCIAL REPORTS – Scott Blair**

4.1 Proposal for Disposition of Operating Reserve Funds.

**MOTION 24/2009**

That the Strathcona County Library Board approve the transfer of \$33,610 from the Library's Operating Reserve (1.3755.6807) to account 6830.6911 for the purchase and processing of additional DVDs and fiction books for Adult Services.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

4.2 Draft 2010-2014 Five-Year Capital Plan.

**MOTION 25/2009**

That the Strathcona County Library Board approve the Draft Five-Year Capital Plan.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

5.0 **BUSINESS ARISING FROM THE MINUTES**

5.1 Learning Cities – tabled to May 11, 2009 meeting.

6.0 **NEW BUSINESS**

6.1 2008 Plan of Service Action Plans. The quarterly report and 2008 review were discussed. Thanks to great board support and one time provincial funding we moved ahead with many service related initiatives from the 2007–2009 Plan of Service. Sue Colp is to be commended for all the work put into the report and review document. The achievements and measurements are all good information to have for library presentations.

**MOTION 26/2009**

That the Strathcona County Library Board accept the 2008 Plan of Service Quarterly Report and 2008 Review as information.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.2 Draft Performance Measures for 2008. There was discussion regarding the number of library cards purchased. The number of cards does not relate to the number of people who use the library. Overall a very interesting and successful year.

**MOTION 27/2009**

That the Strathcona County Library Board accept the 2008 Performance Measures as information.

Moved by Valerie Mitchell.

CARRIED UNANIMOUSLY

6.3 Draft 2009 Annual Survey and 2008 Annual Report of Public Libraries in Alberta. In order to receive our annual grant money from the province we are required to answer a survey and make formal application for the grant. Sharon will make a change to separate the number of volunteers for library fund raising events from the volunteers for Friends fund raising events.

**MOTION 28/2009**

That the Strathcona County Library Board approve the 2009 Survey and 2008 Annual Report of Public Libraries in Alberta as amended to be submitted to Alberta Municipal Affairs and Housing.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

6.4 Executive Committee Meeting.

6.4.1 Draft Minutes of the February 5, 2009 meeting. For information only.

6.4.2 Draft Minutes of the February 12, 2009 meeting. For information only.

6.4.5 Letter to T&T Properties regarding December 6, 2008 Flood. For information only.

6.5 March 7, 2009 Planning Retreat Draft Agenda. The agenda was reviewed. Please advise Sharon Siga if you have any further comments.

7.0 **ACTION ITEMS/SET DATES** – Reviewed.

8.0 **Board Members Business/Comments**

RSM Great board package, please pass on Roxy’s appreciation to staff.

SB The presentation Ian McCormack gave to the Lions Club was good. Sharon did a great job of answering questions about free library cards and parking at the new library.

SS Sharon asked for interest in the Rotary Club and Capital Care Maritime lobster fest, the Ardrossan AG Society fund raiser, EPL’s “Books to Eat”, and the Vitalize Conference.

9.0 **PUBLIC PRESENTATIONS** – None

6.4.3 Discussion of Director’s Evaluation and Supporting Documents – In Camera

6.4.4 Draft Goals for Director for 2009 – In Camera

**MOTION 29/2009**

That the Strathcona County Library Board move in-camera at 8:35 pm.

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

**MOTION 30/2009**

That the Strathcona County Library Board move out of in-camera at 9:00 pm.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

**MOTION 31/2009**

That the Strathcona County Library Board approve the Director's 2008 performance evaluation as drafted and presented by the Chair to the Director with appropriate accolades.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

**MOTION 32/2009**

That the Strathcona County Library Board approve the Director's Goals for 2009.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

**10.0** ADJOURNMENT. The meeting was adjourned at 9:10.

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Chair

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Secretary/Treasurer