

Strathcona County Library Board
Meeting
June 15, 2009
Committee Room

MINUTES

BOARD MEMBERS PRESENT

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

Regrets

Councillor Jason Gariepy

Library Staff

Sharon Siga (Director)
Sally Gaumont (Minutes)

The meeting was called to order at 7:00 pm

1. AGENDA

1.1 Discussion/Decision Agenda. Additions to the Agenda

- NetSpeed (Board Member Comments)
- 3.5 Lease Negotiations – In Camera
- 5.1.9 In Camera at end of meeting

MOTION 63/2009

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

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

1.2 Consent Agenda

Ernie Jurkat remarked on Joan Urschel's response to the noise complaint. It was well written and well done and please pass on the board's appreciation.

MOTION 64/2009

That the Strathcona County Library Board accept the items on the Consent Agenda for information.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

2.0 MINUTES TO THE MAY 11, 2009 MEETING

It was suggested the last sentence of Item 6.3 be struck. Sharon will get an update on the status of volunteers required for the Water Garden Tour. It's been a tough year getting enough gardens onboard this year, likely do to a slow spring.

MOTION 65/2009

That the Strathcona County Library Board accept the minutes to the May 11, 2009 meeting as amended.

Moved by Valerie Mitchell.

CARRIED UNANIMOUSLY

3.0 REPORTS

3.1 Board Chair. Muriel Abdurahman's report included the following highlights:

- Our attendance at Question Period at the Legislature went extremely well followed by a positive meeting with Marie Stelmach. Mrs. Stelmach agreed that Stelmachs will be an honorary family for the Library Capital Campaign in the Sherwood Park Newspaper. We also received a letter from the Premier's office in response to the invitation to the Fall Fest in the County event. They were still working on the fall calendar of events for the Premier.
- The Sherwood Park Chamber of Commerce luncheon with Premier Stelmach as guest speaker was very positive.
- The site tour of the new library building was awesome. It is really coming alive.
- Attended the Mayor's Prayer Breakfast.
- Muriel and Sharon were scheduled to present the annual report and 2008 financial report to County Council on June 2nd. Due to time constraints, it was decided not make a formal presentation, but answer questions. All worked out as most of the questions asked by Council was information they wanted to pass on from the annual report.

Councillor Fenske asked if the County could advertise on the Bookmobile. Muriel made the point that the library board was almost at 100 per cent participation in the capital campaign contribution and thought it would be nice for County Council and County Administration to strive for the same commitment.

- June 8th was the Staff Appreciation Luncheon. Thank you Judy Schultz for taking the leadership role and organize the event for approximately 50 staff. Also thank you to the board members that came in on Sunday to set up, brought food and participate in lunch. The staff seemed to truly appreciate the gesture.
- Muriel, Sharon and Joanne Cave attended the Elk Island School Board (budget) meeting. The school fundraising proposal was well received. Joanne did a first class job. They will be invited to the meeting when the principals come together in the fall.

3.2 County Councillor – not available.

3.3 Director. Sharon Siga's report included the following highlights:

- Sharon thanked the Board for the Staff Appreciation luncheon on June 8th. When you celebrate with food it's really appreciated because it's a 'hands on' gesture, a very personal touch. The staff really did appreciate the luncheon.
- The library received an award from the Strathcona County Youth Council for being a "Youth Friendly Business".

3.4 Capital Campaign Update

MOTION 66/2009

That the Strathcona County Library Board approve the naming of a bay of the library collection by Colin and Freda Vann.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

For board information, you can donate to one of the operating areas that is separate from Capital Campaign. If you have a company and donate as a company, and then personally, those dollars don't go together, they are separate.

3.4.3 Campaign Plan. Sharon distributed a late addition from Paul Nahirney regarding the timing of the public launch. We are beginning to see results for all the hard work and are hoping to have a positive announcement when we do the Council/ Capital Cabinet/ Board barbeque on June 25th.

3.5 Lease Negotiations Update – Scott Blair

MOTION 67/2009

That the Strathcona County Library Board move “in-camera” at 7:25 pm.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

MOTION 68/2009

That the Strathcona County Library Board out from ‘in-camera’ at 7:40 pm.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

The Chair of the Lease Negotiations Committee will continue to update the board.

4.0 BUSINESS ARISING FROM THE MINUTES

4.1 Plan of Service

The proposed process, draft budget and updated timeline for the Plan of Service were reviewed and agreed to.

MOTION 69/2009

That the Strathcona County Library Board approve the Plan of Service proposed process, draft budget for the Plan of Service process, and the updated timeline for the Plan of Service.

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

5.0 NEW BUSINESS

5.1 Executive Committee

- 5.1.2 The proposal for the library transition was reviewed. We had a lot of great information from other libraries that have done similar transitions lately. It is planned that the library will be closed for the month of October 2010. Though the library is valuable it is not a critical service and it is felt that it is best to completely close for one month rather than offer partial interrupted service. The key is a good public relations campaign.

The board asked if there was anything they could sign up for and Sharon said it was a bit too early to tell, but she will not hesitate to send out a call if required. Sharon also suggested a staff lunch or two would be appreciated.

Sharon agreed to look into the cost of a move coordinator. The experience that Roxy's organization had moving to a new building in Calgary suggested a move coordinator would be invaluable. Colin concurred that it would be a good idea.

- 5.1.3 Provincial Capital and Operating Grant Proposal. A larger than anticipated major Community Facility Program grant was awarded to the Community Centre. The library will benefit in a number of ways. However, the County Treasurer recommends applying \$800,000 to pay for construction costs rather than to take out a debenture for this amount and not have it applied to the Capital Campaign. This was agreed to. Sharon proposed designating the increase in the provincial operating grant to the Capital Campaign for collections for three years. This was accepted.
- 5.1.4. Proposed Changes to Fees and Fines for 2010. There was some discussion as to the reasons behind some changes. The fees are show before GST is added which should then round out the amount collected.

MOTION 70/2009

That the Strathcona County Library Board approve the changes to the Fees and Charges for 2010.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

- 5.1.5. Draft 2009 Operating Budget. Fees and Fines for 2010. There was some discussion as to the reasons behind some changes.

MOTION 71/2009

That the Strathcona County Library Board approve the changes to the Draft 2010 Operating Budget.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

- 5.1.6. APEX Supplementary Pension Plan. There was some discussion as to the reasons behind the proposed APEX Supplement to the Local Authorities Pension Plan for the Director. The County is offering this to Managers at the salary level 7 and above. It was agreed that our Director was outstanding, and we want to keep her benefits competitive.

MOTION 72/2009

That the Strathcona County Library Board approve the implementation of the APEX Supplementary Benefit for the Library Director retroactive to January 1, 2009.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

- 5.1.7 Parking at the New Library. The parking report and the Director's response was discussed. County Council will meet June 17th (later changed to June 30) to narrow down options on how to proceed with parking. The board remains opposed to charging patrons to park at the library and the Community Centre.
- 5.1.8 Succession Planning for the Library Board. It was agreed that we seem to always attract very qualified people who want to serve on the library board. Roxy agreed to attend the interview of potential new board members for next year.

MOTION 73/2009

That the Strathcona County Library Board recommend Roxy Shulha-McKay attend the County Council interviews potential new board members for next year.

Moved by Muriel Abdurahman.

CARRIED UNANIMOUSLY

- 5.2 2009 Plan of Service Semi-Annual Report prepared by Sue Colp. Sue did a great job putting this report together. There will likely be a one page update in the fall as most of the actions are already completed.

MOTION 74/2009

That the Strathcona County Library Board receive the 2009 Plan of Service Semi-Annual Report for information.

Moved by Valerie Mitchell.

CARRIED UNANIMOUSLY

6.0 Action Item Review/Set Dates for Topics to be Discussed at Future Meetings

- Muriel, Flossie Bodell and Sharon will man the library booth this coming weekend at the Ardrossan Parade and Picnic. Diana Balbar will also be there with the Bookmobile.
- Ernie Jurkat's report from Canadian Library Association and discussion of searchable PDFs will be discussed at the September board meeting.

7.0 BOARD MEMBER BUSINESS/COMMENTS

Highlights:

- Scott Blair went on a field trip with his son to the Museum, and noted a former staff member, Mary Card, was a volunteer.
- Teddy Moline received her PhD in Early Education. Congratulations Teddy!
- Please return your meeting fees and volunteer hours forms to Brenda Schmidt by the end of June.
- Valerie Mitchell will attend NetSpeed in Calgary, October 21-23, 2009.

5.9 Director’s Contract

MOTION 75/2009

That the Strathcona County Library Board move “in-camera” at 8:50 pm.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

MOTION 76/2009

That the Strathcona County Library Board out from ‘in-camera’ at 9:05 pm.

Moved by Valerie Mitchell.

CARRIED UNANIMOUSLY

MOTION 77/2009

That the Strathcona County Library Board renew the Library Director’s contract.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

The Policy Committee was directed to look into the current employment practices for Library Directors as to why a Director may be on contract versus being an employee.

8.0 ADJOURNMENT

The meeting adjourned at 9:20 pm.

Chair

Secretary/Treasurer