

Strathcona County Library Board

Meeting

May 11, 2009 - 7:00 pm
Committee Room

Minutes

BOARD MEMBERS PRESENT

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

Regrets - Councillor Jason Gariepy

Library Staff

Sharon Siga (Director)
Sally Gaumont (Minutes)

Ian McCormack (Guest)

The meeting was called to order at 7:00 pm.

1.0 AGENDA

1.1 Additions/Changes to Discussion/Decision Agenda

Move Item 3.6 up to follow Item 2.0.
Add 3.7 ALTA Report

MOTION 51/2009

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

Moved by Roxy Shulha-McKay

CARRIED UNANIMOUSLY

1.2 Approval of Consent Agenda

Special mention was made of Diana Balbar's lamb she brought into the library after her Bookmobile programs. Also noted was Donna Riehl's appreciation for being able to attend the Alberta Library Conference in Jasper and the opportunities extended to library staff.

MOTION 52/2009

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

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

2.0 MINUTES

MOTION 53/2009

That the Strathcona County Library Board approve the minutes to the April 20, 2009 meeting.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

Valerie Mitchell joined the meeting via teleconference at 7:10 pm.

3.6 Friends of the Strathcona County Library – Ian McCormack, President

Sharon Siga welcomed Ian McCormack, President of the Friends of Strathcona County Library. Ian is also a volunteer on the Capital Campaign Cabinet, as well as the past Library Board Chair for the Strathcona County Library. The board package included the minutes to the May 2, 2009 Annual General Meeting and the 2008 Audited Financial Statements. Ian thanked members of the Strathcona County Library Board for auditing these financial statements. Ian also outlined some highlights for the past year:

- The Constitution and updated Bylaws were revised by the Friends.
- Two major events raised significant funds for the library, the Oilers 50/50 in February, 2009 and the Camrose Casino in October, 2008. These two events raised just over \$31,000.
- Of equal importance was the Water Garden Tour in July 2008. Judy Shultz asked about volunteer opportunities. Sharon S. will ask Joan Urschel to send out an email for board volunteers for the 2009 tour.
- Muriel recognized Ian's contribution on the Capital Campaign.

MOTION 54/2009

That the Strathcona County Library Board accept the Friends of Strathcona County Library 's report for information and commend Ian McCormack, President of the Friends, for a job well done, looking forward to another fruitful year.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

3.0 REPORTS

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

- Strathcona County Library and Rotary Club of Sherwood Park Centennial's "Fall Fest in the County" will be held on October 16.
- Lead subcommittees from the Capital Campaign will be meeting soon. Letters have gone out to elected officials asking for personal donations. Iris Evans and Dave Quest will also receive letters.
- Muriel was glad to see the Friends' Annual General Meeting was well attended. The Volunteer Appreciation Luncheon was wonderful, and the author talk was very enjoyable. Judy Schultz did a great job and we are proud to have her sitting at our table.
- Tomorrow is a big day as we are attending Question Period and it is our chance to say thank you for the extra government funding.
- Board members shared their comments on the Alberta Library Conference and the two recent Lobster dinners that were fundraisers for the Rotary Club of Sherwood Park and for the Ardrossan Agricultural Society.

3.2 County Councillor – Not available.

3.3 Director

Sharon has a meeting tomorrow morning with Rudy Koop, Diehl Townsley, and Mark Huberman to discuss the library parking needs in the Centre in the Park.

Ian McCormack left the board meeting at 7:45 pm.

3.4 Ad Hoc Lease Negotiations Committee

Scott Blair reported on what we want to address on the May 22nd meeting with T&T Properties and the lawyers.

Appreciation was given to Scott, Roxy and Ernie for their input on this committee.

3.5 Capital Campaign

The proposal for a School Fundraising Strategy for the Strathcona County Library Capital Campaign was discussed. It was well accepted. It was agreed that Sharon Siga would contact the two Superintendents. This would be followed by contact with the two school boards by Muriel Abdurahman and possibly Doug Fulford.

MOTION 55/2009

That the Strathcona County Library Board accept the *School Fundraising Strategy: Strathcona County Library Capital Campaign* prepared by Joanne Cave, General Public Committee – Youth Portfolio and the proposed timeline for implementation.

Moved by Ernie Jurkat

CARRIED UNANIMOUSLY

MOTION 56/2009

That the Strathcona County Library Board approve North American Corporation (Canada) Ltd.'s naming of a discovery station in the Enchanted Forest in the new library.

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

3.7 ALTA Report

Joan MacDonald is officially no longer our representative on the ALTA Board. Our area representative is from St. Albert. A \$100 Lois Hole Library Legacy donation was presented to Joan as an outgoing ALTA Board member. Joan was thanked on behalf of the Strathcona County Library Board for her years of service representing us on the ALTA Board and all the work she put in at the Alberta Library Conferences.

4.0 FINANCIAL REPORTS – Scott Blair

There were no issues with the audited financial statements for 2008.

MOTION 57/2009

That the Strathcona County Library Board accept the Auditors' Report on the 2008 Audited Financial Statements as information.

Moved by Scott Blair.

CARRIED UNANIMOUSLY

4.1 Budget Direction

The Director's report on Budget Direction in the agenda package was reviewed and all board members were in agreement with the direction indicated in this report. Sharon S. will proceed with preparing the draft budget for the Executive Committee to review.

5.0 BUSINESS ARISING FROM THE MINUTES – None

6.0 NEW BUSINESS

6.1 Policy Committee

6.1.2 **MOTION 58/2009**

That the Strathcona County Library Board revise the Policy Committee Terms of Reference Policy (GV 05).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.1.3 **MOTION 59/2009**

That the Strathcona County Library Board revise the General Financial Policy (FI 01) as amended.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.1.4 **MOTION 60/2009**

That the Strathcona County Library Board revise the Employment of Relations Policy (HR 04).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.2 Draft Memorandum of Understanding with the Rotary Club of Sherwood Park.

Sharon Siga explained that the preference was to set down the basics in a memorandum of understanding rather than a detailed contract document. The arrangement will be reviewed after the event.

MOTION 61/2009

That the Strathcona County Library Board approve the Memorandum of Understanding with the Rotary Club of Sherwood Park Centennial.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.3 Draft Reciprocal Agreement with the Devon Public Library Board

There were a number of questions about the implications of this arrangement with a member of a regional library system, as well as the cost implications. There was also discussion about the difference between borrowing items through interlibrary loan, requesting items from TAL Online and using a free TAL (The Alberta Library) Card.

MOTION 62/2009

That the Strathcona County Library Board approve the Reciprocal Agreement with the Devon Public Library Board.

Moved by Roxy Shulha-McKay.

CARRIED

7.0 ACTION ITEM REVIEW/SET DATES

Several dates will be added to the Action Item sheet: Water Garden Tour, Fall Fest, Historical Tour, tour of Community Centre, County Council BBQ.

8.0 BOARD MEMBERS BUSINESS/COMMENTS

8.1 Round Robin – Alberta Library Conference – Done.

8.2 Set June Executive Committee Meeting regarding budget – June 3, 2009 @ 4:00 pm.

8.3 June 8 Staff Appreciation Luncheon sign up – done.

8.4 Finalize details of visit to Question Period at the Legislature – done.

8.5 Set date for Council BBQ (June 25th) and discussion – done.

9.0 PUBLIC PRESENTATIONS – None

10.0 ADJOURNMENT – The meeting was adjourned at 9:05 pm.

Chair

Secretary/Treasurer