

Strathcona County Library Board
Meeting
September 21, 2009
Committee Room

MINUTES

BOARD MEMBERS PRESENT

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

Regrets

Councillor Jason Gariepy
Scott Blair

Library Staff

Sharon Siga (Director)
Sally Gaumont (Minutes)

Guests

Doug Fulford (Capital Campaign Committee)
Theresa Wilson (Rotary Club of Sherwood Park Club)
Keith Patterson (Rotary Club of Sherwood Park Club)

The meeting was called to order at 6:55 pm

1. AGENDA

1.1 Discussion/Decision Agenda. There were no additions to the Agenda.

- It was noted that 719-720 in the meeting package were duplicated on pages 716-717.

MOTION 80/2009

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

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

1.2 Consent Agenda

The following were comments from the Consent Agenda.

- The board is looking forward to a tour of the new bookmobile. Sharon Siga will talk to Diana Balbar to see when the retrofitting will be completed.
- The library would follow the Alberta Health Emergency Services and County protocol if it should be necessary to close the library due to the H1N1 flu virus.
- Leftovers from the booksale were given away to whomever was willing to take them away. All the items available for sale were part of the public sale. Due to additional purchasing for the new library, it was not possible to store donated books until the next book sale. Even with most of the books being taken away by not-for-profit organizations and individuals, there is still enough books being donated and weeded from the library collection to keep the ongoing booksale in the library foyer stocked.
- Sharon and Muriel Abdurahman took Joanne Cave out for lunch and presented her with a certificate of appreciation for her contribution to the Capital Campaign Cabinet. Joan MacDonald suggested that a letter be written from the Library Board to thank Joanne for her work.

MOTION 81/2009

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

Moved by Joan MacDonald.

CARRIED UNANIMOUSLY

3.1 Presentation by Theresa Wilson and Keith Patterson: Proposal for the 2010 Joint Venture

The Rotary Club of Sherwood Park Centennial is proposing a second fundraising joint venture with the library. The date would be September, 2010 and the location would be Millennium Place. The target attendees would number 1,000 and the preliminary budget is just under \$85,000. Muriel thanked Theresa and Keith for the great presentation and they left the meeting at 7:50 pm.

MOTION 82/2009

That the Strathcona County Library Board support in principle the joint venture between the library and Rotary Club of Sherwood Park Centennial for 2010 providing all details are resolved.

Moved by Judy Schultz

CARRIED UNANIMOUSLY

Doug Fulford left the meeting at 8:05 pm.

2.0 MINUTES TO THE JUNE AND AUGUST BOARD MEETINGS**2.1 MOTION 83/2009**

That the Strathcona County Library Board accept the minutes to the June 15th, 2009 board meetings.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

2.2 MOTION 84/2009

That the Strathcona County Library Board accept the minutes to the August 5th, 2009 special board meetings.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

3.0 REPORTS

3.2 Board Chair. Muriel reported everything she had to discuss was in this agenda.

3.3 County Councillor. Councillor Jason Gariepy conveyed to Muriel with regret that he would be unable to attend this evenings meeting due to another commitment.

3.4 Director. Sharon reported on the following:

- The street design in front of the new library will no longer involve a traffic circle, but will be a Y intersection instead. The thought is to have two bus stops on either side of the road, and perpendicular parking instead of angle parking. They are very conscientious in making the area pedestrian-friendly.
- Our library may be seeing some ramifications from the Ontario bill calling for filters on library computers.
- Sharon will have a summary of 2008 fundraising for the next board meeting.

3.5 Ad Hoc Lease Negotiation Committee

MOTION 85/2009

That the Strathcona County Library Board move *in camera* at 8:15 pm.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

MOTION 86/2009

That the Strathcona County Library Board out of *in camera* at 8:25 pm.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

If an agreement is not reached, an arbitration hearing is scheduled for October 5 and 6.

3.6 Fall Fest in the County

MOTION 87/2009

That the Strathcona County Library Board approve the 2009 Fall Fest Budget.

Moved by Colin Vann

CARRIED UNANIMOUSLY

4.0 FINANCIAL REPORTS

4.1 June, 2009 Financial Statement

The Director stated everything was on track. There were no questions.

MOTION 88/2009

That the Strathcona County Library Board receive the June, 2009 Financial Statement as information.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

4.2 Ratify Transfer from Reserve

The original estimate for this hardware replacement was \$45,000.

MOTION 89/2009

That Strathcona County Library Board ratify the transfer of \$21,006 from the Equipment (New and Replacement) Reserve (1.4511) to the Operations to pay for the replacement of library automation hardware (WIP 8813).

4.3 Revised Draft 2010 Operating Budget

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

MOTION 90/2009

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

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

5. BUSINESS ARISING FROM THE MINUTES

- 5.1 Draft Letter to the Alberta Library Trustees Association. The draft letter was reviewed and it was felt the letter should send a stronger message. Sharon will work on changes to the letter. The letter will be copied to all Regional Library Systems in Alberta, and they will be asked to distribute it to their member libraries.

MOTION 91/2009

That the Strathcona County Library Board support the Alberta Library Trustees Association in making changes that will result in a stronger association voice for public libraries.

Moved by Ernie Jurkat.

CARRIED UNANIMOUSLY

6. NEW BUSINESS

- 6.1 Policy Committee. The third and final Employee Relations Committee meeting has been rescheduled for October 13th.

- 6.1.2 2009 Policy Committee Work Plan

MOTION 92/2009

That the Strathcona County Library Board approve the 2009 Policy Committee Work Plan.

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.3 Revised Policy Committee Terms of Reference Policy (GV05)

MOTION 93/2009

That the Strathcona County Library Board revise the Policy Committee Terms of Reference Policy (GV05).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.4 Revised Public Advocacy Committee Terms of Reference Policy (GV06)

MOTION 94/2009

That the Strathcona County Library Board revise the Public Advocacy Committee Terms of Reference Policy (GV06).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.5 Revised Ad Hoc Lease Negotiation Committee Terms of Reference Policy (GV09)

MOTION 95/2009

That the Strathcona County Library Board revise the Ad Hoc Lease Negotiation Committee Terms of Reference Policy (GV09).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.6 Revoke Ad Hoc Facility Committee Terms of Reference Policy (GV10)

MOTION 96/2009

That the Strathcona County Library Board revoke the Ad Hoc Facility Committee Terms of Reference Policy (GV10).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.7 Revised Ad Hoc Nominating Committee Terms of Reference Policy (GV11)

MOTION 97/2009

That the Strathcona County Library Board revise the Ad Hoc Nominating Committee Terms of Reference Policy (GV11).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

- 6.1.8 Revoke Ad Hoc Special Event Committee Terms of Reference Policy (GV12)

MOTION 98/2009

That the Strathcona County Library Board revoke the Ad Hoc Special Event Committee Terms of Reference Policy (GV12).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.1.9 Revise the Handbook of Policies and Benefits for Employees (HR01)

MOTION 99/2009

That the Strathcona County Library Board revise the Handbook of Policies and Benefits for Employees Policy (HR01).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.1.10 Revised Employee and Board Member Business Expenses Policy (HR08)

MOTION 100/2009

That the Strathcona County Library Board revise the Employee and Board Member Business Expenses Policy (HR08).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.1.11 Revised Director Evaluation Process Policy (HR19)

MOTION 101/2009

That the Strathcona County Library Board revise the Director Evaluation Process Policy (HR19).

Moved by Roxy Shulha-McKay.

CARRIED UNANIMOUSLY

6.2 Framework for the Future Report.

“The Framework for the Future Report: Positioning Alberta Libraries for the 21st Century Report of the MLA Committee on the future of Public Library Services in Alberta” is for information only. It was agreed that regional library system membership has its place for the smaller libraries, not Strathcona County Library, and we need to continue to convey this message.

6.3 Canadian Library Month Declaration

MOTION 102/2009

That the Strathcona County Library Board support the declaration of October, 2009 as Canadian Library Month.

Moved by Roxy Shulha-McKay

CARRIED UNANIMOUSLY

6.4 Read-In Week 2009 Proclamation

MOTION 103/2009

That the Strathcona County Library Board support the proclamation of October 5-9, 2009 as Read-In Week in Strathcona County.

Moved by Teddy Moline

CARRIED UNANIMOUSLY

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

- Next ERC meeting is scheduled for October 13th @ 6:30 pm.
- The December board meeting will start at 5:00 pm on December 14th with dinner and then work on the 2011-2014 Plan of Service will follow.

8.0 Board Members Business/Comments

- Servus Credit Union Official Branch Opening, October 15, 2009 – Colin Vann and Muriel Abdurahman
- Servus Credit Union Public Opening with Mascots, October 17, 2009 – Glenda Sheard, Sharon Siga, Valerie Mitchell and Muriel Abdurahman.
- Roxy Shulha-McKay commended the Director on the H1N1 Plan.

9.0 PUBLIC PRESENTATIONS – None

10.0 Adjournment – The meeting was adjourned at 9:15 pm.

Chair

Secretary/Treasurer