



**FORT SASKATCHEWAN PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD MEETING**

Feb 6, 2017

IN ATTENDANCE:

Renetta Peddle, Chair
Miranda Brun, Vice-Chair
Judy Raaschou, Trustee
Nadia den Boon, Trustee
Morgan Northey, Trustee
Craig Blackmore, Trustee
Al Stewart, Trustee
Sheldon Bossert, Councillor
David Larsen, Director
Kerri Twigge, Recording Secretary

ABSENT:

Lisa Berry, Trustee
Don Segberg, Trustee

Call to order: Renetta Peddle called the meeting to order at 6:02 p.m.

1. WELCOME AND INTRODUCTIONS
2. APPROVAL OF THE AGENDA
 - a. Add to New Business: 8.e. Email motion – goodbye gift

Motion by Sheldon Bossert to accept the agenda as amended. Seconded by Morgan Northey. CARRIED

3. APPROVAL OF THE MINUTES OF THE JANUARY 9, 2017 REGULAR BOARD MEETING AND JANUARY 21, 2017 SPECIAL BOARD MEETING

Motion by Miranda Brun to approve the minutes of January 9, 2017 and January 21, 2017. Seconded by Craig Blackmore. CARRIED

4. FROM THE MINUTES
 - a. None
5. FINANCIAL REPORT
 - a. Monthly Financial Statements – not available
 - i Monthly Financial Statements not available due to COFS year end.

6. REPORTS

- a. Chair's Report / Unified response to adversity – Renetta Peddle
 - i Policy 99/04 Schedule A updated
 - ii Ford dealership interested in supporting library in early literacy area
 - iii Chair and Vice-Chair met with Mayor Katchur
 - iv In camera discussion

- b. Personnel Committee – Morgan Northey
 - i Morgan Northey elected Chair, Judy Raaschou elected Secretary.
 - ii Library Director's job posted.
 - iii Meeting next month

- c. Finance, Development and Advocacy Committee
 - i Cancelling March meeting, next meeting April

- d. Report from Council (Sheldon Bossert)
 - i Liquor stores up for discussion next Council meeting

- e. ALTA Report
 - i none

- f. Director's Report
 - i David reviewed his report and highlighted:
 - Marketing – Mix 107.9 radio spots continuing
 - Staffing – Sunday early opening pilot started January 29, 2017
 - Programming – programs continue to be in demand
 - Community Grant – approved - \$23,000 toward STEM resources/programming.
 - Library Vehicle – naming contest winner to be announced
 - Library Director – departing FSPL with appreciation to all Board members and staff he's worked with over the years.

Motion by Miranda Brun to accept reports 5.a, and 6.a. through 6.f. as information. Seconded by Judy Raaschou. CARRIED

7. OLD BUSINESS/BUSINESS ARISING FROM THE MINUTES

- a. Registration Day (Wed. Feb. 8th 6-8 pm)
 - i Morgan Northey and Stacey Wenger will attend.

- b. Library vehicle graphics and naming (update)
 - i graphics install to be completed by end of February 2017
 - ii Naming winner to be contacted soon

- c. Minister's Awards (February 24, 2017 deadline); YOU Libraries Award voting March 27-31
 - i FSPL Adaptive Technologies will be put forward
 - ii Encourage YOU Libraries Award voting in March

8. NEW BUSINESS

- a. Appointment of Acting/Interim Library Director

Motion by Miranda Brun to appoint Kerrilea Twigge, Operations Manager, as Acting/Interim Library Director beginning February 16, 2017 until a new Library Director is in place. Seconded by Renetta Peddle. CARRIED

- b. Hiring process – Library Director
i. Personnel Committee will present candidates to the Board
- c. Procurement policy (discussion)
i. Personnel Committee will draft a policy
- d. 2016 Annual Report and 2017 Annual Survey of Public Libraries

Motion by Morgan Northey to approve the 2016 Annual Report and 2017 Annual Survey of Public Libraries as presented. Seconded by Craig Blackmore. CARRIED

- e. Email motion – goodbye gift

Motion by Morgan Northey to gift David Larsen \$200 USD for his service to the Library over the last 4 years with funds from the Staff Service Awards/Salaries. Seconded by Judy Raaschou. CARRIED

9. Correspondence

- a. Email from Kim Heatherington with Families First

10. Upcoming Events

- a. Trade Show April 21- 23, 2017
b. ALC April 27- 23, 2017 – Renetta, Don, Judy

11. Roundtable

- a. Kerri – application submitted for STEP grant

12. Next Meeting(s): March 6, 2017

13. Adjournment

Motion by Renetta Peddle to adjourn the meeting at 7:32 p.m. CARRIED.


Board Chair


Board Secretary