



FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

May 01, 2017

IN ATTENDANCE:

Renetta Peddle, Chair
Miranda Brun, Vice-Chair
Lisa Berry, Trustee
Craig Blackmore, Trustee
Nadia den Boon, Trustee
Judy Raaschou, Trustee
Don Segberg, Trustee
Al Stewart, Trustee
Sheldon Bossert, Councillor
Michele Feser, Library Director
Kerri Twigge, Acting Library Director / Operations Manager
Kathy McDonald, Recording Secretary

GUESTS:

Lindsay Morey, Fort Saskatchewan Record

Call to order: Renetta Peddle called the meeting to order at 6:02 pm

1. WELCOME AND INTRODUCTIONS
2. APPROVAL OF THE AGENDA
 - a. Add to New Business:
 - i. 8.f. Director's Office
 - ii. 8.g. Legacy Park Family Festival
 - iii. 8.h. In camera item

Motion by Miranda Brun to accept the agenda as amended. Seconded by Al Stewart. CARRIED

3. APPROVAL OF THE MINUTES OF THE APRIL 10, 2017 REGULAR BOARD MEETING

Motion by Miranda Brun to approve the minutes of April 10, 2017. Seconded by Renetta Peddle. CARRIED

4. FROM THE MINUTES

- a. None.

5. FINANCIAL REPORT

- a. Monthly Financial Statements – February 28, 2017 and March 31, 2017.

Motion by Morgan Northey to approve the financial statements of the Fort Saskatchewan Public Library for the months ended February 28, 2017 and March 31, 2017 for information. Seconded by Nadia den Boon. CARRIED

6. REPORTS

- a. Chair's Report – Renetta Peddle
 - i. Thank you for volunteering at recent Trade Show.
 - ii. Early Years Coalition representatives will be asked to meet with the FDA Committee on May 15 to discuss moving forward with the Little Free Libraries project.
- b. Personnel Committee – Morgan Northey
 - i. Meeting after the Board Meeting.
- c. Finance, Development, and Advocacy Committee – Miranda Brun
 - i. Meeting on May 15 to finalize 2018 budget submission for presenting to the Board on June 05.
- d. Report from Council – Sheldon Bossert
 - i. Presentation at the last Council meeting about the Traders returning to Fort Saskatchewan.
 - ii. Tax split will remain at 59 / 41.
 - iii. Governance Review motion passed.
- e. ALTA Report
 - i. Renetta extended an invitation to Colleen Burton-Ochocki to attend an upcoming Board meeting.

- f. Acting Director's Report – Kerri Twigge
 - i. Excited to have Michele Feser begin as Library Director today. Brittany also started today as summer Library Assistant, and Richard Van Camp as Writer in Residence.
 - ii. Emily may write a library column for the Fort Saskatchewan Record this summer.
 - iii. After School STEM program starts this week.
 - iv. New signage for the Makerspace has been ordered. Slide and negative and cassette to digital format converters have been added to the equipment in the room.
 - v. Attended APLAC and TAL meetings last week.

Motion by Craig Blackmore to accept reports 6.a. through 6.f. as information. Seconded by Renetta Peddle. CARRIED

7. OLD BUSINESS / BUSINESS ARISING FROM THE MINUTES

- a. Trade Show – recap
 - i. Discussed under Chair's Report
- b. ALC – recap
 - i. Don, Renetta, and Judy discussed their experiences at the 2017 ALC Conference

Motion by Miranda Brun to contact the Voice of Albertans with Disabilities to conduct an accessibility assessment at the Fort Saskatchewan Public Library, and that the travel fee (up to \$100) come from the General Contracted Services – Library Operations" fund. Seconded by Renetta Peddle. CARRIED

- ii. The Board will investigate hosting, after September 17, a "meet the candidate" event in the Library.

8. NEW BUSINESS

- a. Credit card for Library Director

Motion by Renetta Peddle to approve a Library credit card up to \$10,000 for Michele Feser, Library Director. Seconded by Miranda Brun. CARRIED

- b. Book Sale
 - i. The Fort Saskatchewan Rotary Club is interested in partnering with the library to hold a book sale.

c. Canada Day Parade

Motion by Morgan Northey to use up to \$2,000 of Book For Every Child funds to purchase 150 children's books by Canadian authors or with Canadian content, and to hand out vouchers for these books along the Canada Day Parade route. Seconded by Renetta Peddle. CARRIED

Motion by Miranda Brun to purchase balloons and candy for the Canada Day parade, up to \$500. Seconded by Nadia Den Boon. CARRIED

d. Board photo

- i. A photograph was taken of the Board members.

e. Board Chair email

- i. An email address – LibraryBoard@fspl.ca – will be created for the Board's use.

f. Director's Office

Motion by Morgan Northey that the upstairs office be designated as the Library Director's office. Seconded by Renetta Peddle. CARRIED

g. Legacy Park Family Festival – June 03, 2017

- i. Renetta and Morgan will join staff promoting the library's summer reading program.

h. The Board met "In Camera" starting at 7:32 and ending at 7:35 pm.

9. CORRESPONDENCE

- a. None.

10. UPCOMING EVENTS

- a. Legacy Park Family Festival – Saturday, June 03
- b. Farmers Market – Thursdays, June 15 – September 21
- c. Book Sale – June
- d. Canada Day Parade – Saturday, July 01, entry deadline is June 16
- e. Board Retreat – September 16
- f. River Fest (at West River's Edge) – Sunday, September 17

11. ROUNDTABLE

- a. Kathy and Kerri appreciated the opportunity of attending the Alberta Library Conference.
- b. The Board expressed their thanks to Kerri for acting as Library Director between incumbents.

12. NEXT MEETING(S): June 05, 2017

13. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 7:50 p.m. CARRIED



Board Chair



Board Secretary