

FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

January 08, 2018

IN ATTENDANCE

Renetta Peddle, Chair
Miranda Brun, Vice-Chair
Jibs Abitoye, Councillor
Lisa Berry, Trustee
Craig Blackmore, Trustee
Dennis Dembicki, Trustee
Nadia den Boon, Trustee
Judy Raaschou, Trustee
Don Segberg, Trustee
Al Stewart, Trustee
Michele Feser, Library Director
Kathy McDonald, Recording Secretary

GUEST

Kerri Twigge, Operations Manager

Call to order: Renetta Peddle called the meeting to order at 6:00 p.m.

1. WELCOME

Renetta welcomed Dennis Dembicki to the Library Board, and his first meeting.

2. APPROVAL OF THE AGENDA

Motion by Craig Blackmore to approve the agenda. Seconded by Don Segberg. CARRIED.

3. APPROVAL OF THE MINUTES OF THE DECEMBER 11, 2017 REGULAR BOARD MEETING

Motion by Miranda Brun to approve the minutes of the December 11, 2017 Regular Board Meeting. Seconded by Judy Raaschou. CARRIED.

4. FINANCIAL REPORT

The Monthly Financial Statements for November 2017 were reviewed.

5. REPORTS

a. Chair's Report – Renetta Peddle

Trustees were reminded to submit their 2017 volunteer hours to Kerri Twigge.

Election to Board Positions

The floor was opened for nominations for Library Board Chair for 2018.

- Miranda Brun nominated Renetta Peddle.
- Renetta accepted.
- Renetta Peddle elected as Chair.

The floor was opened for nominations for Library Board Vice Chair for 2018.

- Renetta Peddle nominated Miranda Brun.
- Miranda accepted.
- Miranda Brun elected as Vice Chair.

The floor was opened for nominations for Library Board Secretary for 2018.

- Miranda Brun nominated Nadia den Boon.
- Nadia accepted.
- Nadia den Boon was elected as Secretary.

b. Personnel Committee – members for 2018

- Lisa Berry
- Miranda Brun
- Nadia den Boon
- Judy Raaschou
- Al Stewart

c. Finance, Development, and Advocacy Committee – members for 2018

- Jibs Abitoye
- Craig Blackmore
- Dennis Dembicki
- Don Segberg

Approval of Revised 2018 Budget

Motion by Miranda Brun to approve the revised 2018 Fort Saskatchewan Public Library budget, as presented. Seconded by Jibs Abitoye. CARRIED.
Don Segberg was absent for the vote.

- d. Report from Council – Jibs Abitoye
 - i. The City's 2018 Budget was approved, with a property tax decrease.
 - ii. Water bills are now available monthly.
 - iii. City residents were surveyed online last year, and more than 2,300 people answered. Jibs will request the results for sharing with the Library Board.
 - iv. The organic waste program will be implemented city-wide beginning in June. Education and promotion starts in January.
- e. ALTA Report
Dennis Dembicki will be added to the newsletter distribution list.
- f. Director's Report
 - i. Michele reviewed her written Director's Report, and confirmed that the Mayor will declare February as Physical Literacy Month, and that Hal Johnson and Joanne McLean from BodyBreak fame will be at the library on February 02.
 - ii. Staff members will now be writing the monthly columns for the Fort Saskatchewan Record. January's topic is graphic novels (by Sue), and February's article is about physical literacy (Emily). Upcoming articles will focus on specific parts of the collection.
 - iii. 2,056 new and renewed cards have been issued as of the end of December.
 - iv. Walmart has invited the library back for December 2018.
 - v. Michele showed off the new website and said it will likely launch in mid January.

Motion by Renetta Peddle to accept reports 4.a, and 5.a. through 5.f. as information. Seconded by Nadia den Boon. CARRIED.

- 6. OLD BUSINESS / BUSINESS ARISING FROM THE MINUTES
 - a. Lease Agreement

Motion by Dennis Dembicki to approve the signing of the lease agreement with the City of Fort Saskatchewan. Seconded by Judy Raaschou. CARRIED.

b. Visa Limit Update

Motion by Renetta Peddle to amend, in part, the "Corporate Credit Card" section of Policy 99/04. Financial Policy, to "The credit limits on the credit cards for the Library Director, and Public Services Manager shall be \$10,000 each, and the credit limits on the credit cards for the Operations Manager, and the Administrative Assistant shall be \$5,000 each." Seconded by Al Stewart. CARRIED.

7. NEW BUSINESS

- a. FSPL donates any leftover book sale items to the Fort Saskatchewan Correctional Centre.
- b. February is Black History Month, and Jibs will donate artwork and books for display at the library.

8. CORRESPONDENCE

None.

9. UPCOMING EVENTS

- a. February 02 – Physical Literacy for Families with BodyBreak (Hal Johnson and Joanne McLeod)
- b. February 12 – FSPL Board Meeting
- c. February 13 — Michele speaking at the Rotary Meeting
- d. February 19 – Library Closed (Family Day)
- e. February 28 – Registration Day (DCC)
- f. March 01 – Health and Wellness Expo (DCC)
- g. March 07 – Chamber of Commerce luncheon
- h. March 10 – Parent Conference (Early Years Coalition)
- i. March 12 – FSPL Board Meeting

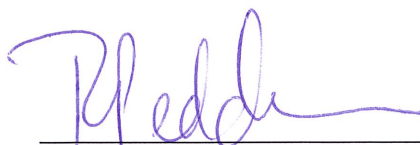
10. ROUNDTABLE

Craig mentioned that he will be attending a "making a maker" session during next week's Education Week.

11. Next Meeting: February 12, 2018

12. Adjournment

Motion by Renetta Peddle to adjourn the meeting at 7:00 p.m. CARRIED.



Board Chair



Board Secretary