



# FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

March 12, 2018

## IN ATTENDANCE

Renetta Peddle, Chair  
Lisa Berry, Trustee  
Craig Blackmore, Trustee  
Dennis Dembicki, Trustee  
Nadia den Boon, Trustee  
Judy Raaschou, Trustee  
Don Segberg, Trustee  
Al Stewart, Trustee  
Michele Fedyk, Library Director  
Kathy McDonald, Recording Secretary

## REGRETS

Jibs Abitoye, Councillor  
Miranda Brun, Vice-Chair

## GUESTS

Amna Rana, PricewaterhouseCoopers  
Don Adams

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

1. WELCOME
2. APPROVAL OF THE AGENDA

**Motion** by Renetta Peddle to approve the agenda. Seconded by Lisa Berry. CARRIED.

3. AUDIT PLAN/PROCESS  
Amna Rana from PricewaterhouseCoopers, presented an overview of the audit plan of the 2017 Fort Saskatchewan Public Library's financial statements, including their view on audit risks and the nature, extent and timing of the audit work itself. The audited financial statements will be presented to the Library Board at the May 14 Board meeting.

4. APPROVAL OF THE MINUTES OF THE FEBRUARY 12, 2018 REGULAR BOARD MEETING

**Motion** by Dennis Dembicki to approve the minutes of the February 12, 2018 Regular Board Meeting. Seconded by Renetta Peddle. CARRIED.

5. FINANCIAL REPORT

- 📖 The Monthly Financial Statements for January 2018 were reviewed.
- 📖 Michele noted that some figures may change based on 2017 year-end figures.

6. REPORTS

- a. Chair's Report – Renetta Peddle  
All items covered elsewhere on the agenda.
- b. Personnel Committee
  - i. The Committee's 2018 goal is to continue the work of updating policies.
  - ii. Investigating staff benefits, especially in the area of EFAP, Health Spending Accounts, and health and wellness.
  - iii. In-town travel reimbursement for staff using their personal vehicles was instituted in 2017.
- c. Finance, Development, and Advocacy Committee  
Will be meeting after the tonight's Board meeting adjourns.
- d. Report from Council  
None.
- e. ALTA Report  
None.
- f. Director's Report  
Michele reviewed her written Director's Report, and mentioned that:
  - i. Physical Literacy month was a great success.
  - ii. A financial donation was received to upgrade the Program Room.
  - iii. Food for Fines runs from March 19-25; Spring Reading Challenge is the following week.
- g. Monthly Statistics
  - i. February statistics were reviewed.
  - ii. Board members expressed their appreciation at seeing these numbers on a regular basis. Kerri compiles the numbers.

**Motion** by Renetta Peddle to accept reports 5.a, and 6.a. through 6.g. as information. Seconded by Nadia den Boon. CARRIED.

7. NEW BUSINESS

None.

8. CORRESPONDENCE

None.

9. UPCOMING EVENTS

- a. March 19-25 – Food For Fines (1 food item = \$1 fine removed from patron's account)
- b. March 19 – Parent Teacher Interviews at OLA (Dennis/Lisa)
- c. March 20 – Parent Teacher Interviews at OLA (AI)
- d. March 21 – Parent Teacher Interviews at St. John XXIII (Miranda)
- e. March 24-April 02 – Ferguson's Spring Break (Pizza) Reading Challenge
- f. March 30/31/April 01 – Library Closed (Easter)
- g. April 09 – FSPL Board Meeting
- h. April 20-22 – Chamber of Commerce Trade Show

Renetta will contact the Fort Saskatchewan Christian School, and follow-up with John Paul II High School, about having a table at their Parent Teacher Interview nights.

10. ROUNDTABLE

Chamber of Commerce luncheon on March 07 was a great success for the library. Twenty-two new cards were issued.

11. In Camera Session

12. Next Meeting: April 09, 2018

13. Adjournment

**Motion** by Renetta Peddle to adjourn the meeting at 6:48 p.m. CARRIED.

  
Board Chair

  
Board Secretary