



FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

April 09, 2018

IN ATTENDANCE

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

GUESTS

Emily Paulsen, Public Services Manager
Kerri Twigge, Operations Manager

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

1. WELCOME
2. APPROVAL OF THE AGENDA

Motion by Al Stewart to approve the agenda. Seconded by Lisa Berry.
CARRIED.

3. APPROVAL OF THE MINUTES OF THE MARCH 12, 2018 REGULAR BOARD MEETING

Motion by Renetta Peddle to approve the minutes of the March 12, 2018 Regular Board Meeting. Seconded by Craig Blackmore. **CARRIED.**

4. FINANCIAL REPORT

The Monthly Financial Statements for February 2018 are not available yet.

5. REPORTS

a. Chair's Report – Renetta Peddle

- i. Thank you Dennis, Lisa, Al, and Miranda for staffing the library's card campaign tables at the recent Parent Teacher Interview evenings. Numerous library cards were issued. Fort Christian and John Paul II schools remain to be visited.
- ii. Craig, Miranda, and Renetta are attending ALC at the end of the month. Kerri and Pat are the staff members attending.

b. Personnel Committee

- i. Judy will serve as Committee Chair.
- ii. Investigating staff benefits.
- iii. Will lead the strategic planning process, starting in the fall. The process starts with a needs assessment. The Plan of Service is a Government of Alberta requirement. Dennis asked how the Plan of Service is kept current, considering recent staff changes.

c. Finance, Development, and Advocacy Committee

- i. Craig will serve as Committee Chair.
- ii. 2018 goal is "To continue and broaden our community presence though strengthening community relationships and partnerships in creative and unique ways."

d. Report from Council

- i. Early Childhood Wellbeing was identified as a goal in the City's strategic planning sessions. Administration has been asked to come up with ideas on how to implement.
- ii. New Waste Program will be implemented in June. There is an app (Fort Sask Waste) available.
- iii. Cannabis policy/procedures have been developed/approved.
- iv. "Fort Report" is now live on the city's website (<https://www.fortsask.ca/city-government/fort-report>). It is used for service requests and to ask questions of City staff or City Council.

e. ALTA Report

None.

f. Director's Report

Michele reviewed her written Director's Report, and mentioned that:

- i. First ever Food For Fines was a great success with lots of publicity. It will be repeated next year.
- ii. Spring Reading Challenge had over 300 kids participate. Panago is interested in partnering with the library in the future.
- iii. Michele and Kerri will be presenting at the PNLA conference in Montana in August. The conference theme is "Breaking the Fourth Wall".
- iv. Monthly articles in the Fort Saskatchewan are continuing. Michael Hingston, this year's Writer in Residence will be penning one.
- v. Michele met with IT staff to finalize their goals for 2018, one of which is to improve the library's WiFi.
- vi. City of Fort Saskatchewan has approved the library having garden boxes. Fort High students will build them based on June and Pat's designs. Thiel's Greenhouse is interested in partnering with FSPL. FSPL will be participating in National Garden Days (June 16-24).

g. Monthly Statistics

- i. March statistics were reviewed.
- ii. New Card holders as at April 07 is 1,714, renewed cards is 1,618, for a total of 3,332. 5,590 valid borrowers.
- iii. Last two Mondays were very busy with an additional 200 people in the library each day.

Motion by Jibs Abitoye to accept reports 4.a, and 5.a. through 5.g. as information. Seconded by Dennis Dembicki. CARRIED.

6. NEW BUSINESS

Staff Professional Development Day (library closed) date change to June 01 (from June 08).

7. CORRESPONDENCE

None.

8. UPCOMING EVENTS

- a. April 12 @ 2:30 pm – Baby Play Zone Ribbon Cutting
- b. April 20-22 – Chamber of Commerce Trade Show (all shifts filled)
- c. April 27-29 – Alberta Library Conference
- d. May 14 – FSPL Board Meeting
- e. May 21 – Library Closed (Victoria Day)
- f. May 22 @ 3:30 pm – Garden Box unveiling, and Tea with City Council – to be confirmed. Jibs will speak with Jonathan Milke to confirm date and time.
- g. June 01 – Library Closed (Staff Professional Development Day)
- h. June 16-24 – National Garden Days

9. ROUNDTABLE

- a. STEP grant (\$3,900) was approved, and is used to offset the Summer Programmer's wages. Carmin starts on May 07.
- b. St. Andre Bessette Catholic High School open house is May 15. School will house approx. 500 students beginning in September.
- c. Jibs said she was proud of the Board and their work, and of the Library Director.

10. IN CAMERA SESSION

Held from 6:47 to 6:49 pm


11. NEXT MEETING: May 14, 2018

12. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 6:50 p.m. CARRIED.



Board Chair



Board Secretary