



FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

May 14, 2018

IN ATTENDANCE

Renetta Peddle, Chair
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

REGRETS

Jibs Abitoye, Councillor

GUESTS

Amna Rana, PricewaterhouseCoopers
Carlie Persson, PricewaterhouseCoopers
June McMaster, Library Assistant

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

1. WELCOME

Renetta welcomed Amna Rana and Carlie Persson from PricewaterhouseCoopers, and June McMaster, library staff member, to the meeting.

2. APPROVAL OF THE AGENDA

Motion by Don Segberg to approve the agenda, with the addition of "Contract Review – Library Director" as item 11.a. Seconded by Renetta Peddle.

CARRIED.

3. PRESENTATION OF 2017 AUDITED FINANCIAL REPORT BY PWC
Amna Rana reviewed the pwc 2017 year-end report to the Board of Trustees.

Motion by Renetta Peddle to approve the audited financial report as presented. Seconded by Judy Raaschou. CARRIED.

Amna Rana and Carlie Perrson left the meeting.

4. APPROVAL OF THE MINUTES OF THE APRIL 09, 2018 REGULAR BOARD MEETING

Motion by Miranda Brun to approve the minutes of the April 09, 2018 Regular Board Meeting. Seconded by Al Stewart. CARRIED.

5. FINANCIAL REPORT
The Monthly Financial Statements for February 2018 and March 2018 were reviewed.

Michele noted that there will be upcoming expenses for additional wifi ports, and for a more robust internet back-up.

6. REPORTS
 - a. Chair's Report – Renetta Peddle
Renetta congratulated Michele on her one year anniversary as Library Director.
 - b. Personnel Committee
 - i. Discussions regarding improvements to the Staff Benefit Plan are ongoing.
 - ii. Staff are aware they are able to request reimbursement for in-city mileage when on library business.
 - iii. Plan of Service work will begin in September.
 - o There are four components to the strategic plan:
 - A public community survey, both paper and online formats
 - Community Planning Committee Meeting, facilitated by PLSB
 - Staff Workshop
 - Board Plan of Service Workshop
 - iv. Staff Professional Development Day is June 01.
 - c. Finance, Development, and Advocacy Committee Meeting after tonight's Board Meeting.

- d. Report from Council
None.
- e. ALTA Report
Colleen Burton-Ochocki is the new Treasurer of ALTA. Tanya Pollard is the President.
- f. Director's Report
Michele reviewed her written Director's Report, and mentioned that:
 - i. FSPL ads are now appearing in the Fort Cinema's pre-show (on all screens).
 - ii. June and Pat are spearheading the garden boxes. Planting will start on Thursday. Junior Gardeners (June 23) will be planting pansies.
 - iii. Outreach to daycares is continuing.
 - iv. FSPL's booth at the Trade Show was VERY busy; 147 new cards were issued.
 - v. Writer in Residence, Michael Hingston, will host programs during May and June, and has regular office hours on Mondays and Wednesdays.
 - vi. Re-lamination of the public computer desks is almost complete.
 - vii. Michele met with Dale LaRose about the library's cleaning staff and cleaning schedules. She will also be arranging for carpeting cleaning and pebble floor washing.
 - viii. Recent donations were received from Aux Sable (Program Room upgrades), and a patron (large print materials).
 - ix. The Baby Play Zone has generated a lot of interest. It is used daily by babies under 2 years old.
- g. Monthly Statistics
 - i. April statistics were reviewed.
 - ii. The number of materials sent between the Strathcona County Library and FSPL are included in the library's annual report to PLSB.

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

7. NEW BUSINESS

- a. ALC Report
Renetta, Craig, and Miranda spoke about their experiences at this year's Alberta Library Conference.

8. CORRESPONDENCE

None.

9. UPCOMING EVENTS

- a. May 21 – Library Closed (Victoria Day)
- b. May 22 @ 3:30 pm – Spring Tea with City Council
- c. June 01 – Library Closed (Staff Professional Development Day)
- d. June 16-24 – National Garden Days

10. ROUNDTABLE

- a. Don invited everyone to St. Andre Bessette Catholic High School's open house on May 16 (5:30-8 pm).

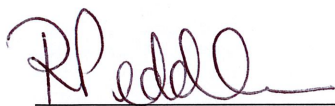
11. IN CAMERA SESSION

Held from 6:57 to 7:10 pm

12. NEXT MEETING: June 11, 2018

13. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 7:10 p.m. CARRIED.



Board Chair



Board Secretary