



FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

September 10, 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
Al Stewart, Trustee
Michele Fedyk, Library Director
Kathy McDonald, Recording Secretary

REGRETS

Don Segberg, Trustee

Call to order: Renetta Peddle called the meeting to order at 6:30 p.m.

1. WELCOME
2. APPROVAL OF THE AGENDA

Motion by Dennis Dembicki to approve the agenda, with the amendment of moving 5.d. Report from Council before 4. Financial Report. Seconded by Lisa Berry. CARRIED.

3. APPROVAL OF THE MINUTES OF THE JUNE 11, 2018 REGULAR BOARD MEETING

Motion by Miranda Brun to approve the minutes of the June 11, 2018 Regular Board Meeting. Seconded by Renetta Peddle. CARRIED.

5. REPORTS

d. Report from Council

- i. There will likely be several cuts in the City's 2019 budget.
- ii. Public hearing on September 11 regarding the smoking bylaw.
- iii. Organics program is going well; most residents happy.
- iv. Major announcement tomorrow at the City Council meeting.
- v. Jibs is attending Federation of Canadian Municipalities (FCM) Board Meetings in Halifax.

Jibs Abitoye left the meeting at 6:39 pm

4. FINANCIAL REPORT

- a. The Monthly Financial Statements for July 2018 were reviewed.
- b. The Interior Maintenance – Contracted costs should remain the same. The floors and carpets upstairs have recently been cleaned / shampooed / waxed.

5. REPORTS

a. Chair's Report – Renetta Peddle

- i. WebJunction (The learning place for libraries) picked up the Fort Saskatchewan Record's story about the library's card campaign.
- ii. Director of CALLS commented on the great partnership with FSPL.
- iii. Renetta reminded all trustees to keep their volunteer hour forms up-to-date.
- iv. The November 12 Board meeting will be moved to November 19 to accommodate Remembrance Day and Fall Break.
- v. Renetta congratulated Nadia and Miranda on the birth of their babies.
- vi. Renetta asked that trustees let her know whether you plan to continue on the board after your term expires this year.

Email vote: **Motion** by Renetta Peddle that the library use \$25,000 of capital reserve funds to upgrade the basement workroom. Seconded by Miranda Brun. CARRIED.

b. Personnel Committee

- i. There has been no news from the City of Fort Saskatchewan about the benefits surveys. City of Fort Saskatchewan, as the employer, pays 90% of benefit costs, and FSPL pays 75%.
- ii. Board Retreat on Saturday, September 29.
- iii. Personnel Committee next meets in October.

- c. Finance, Development, and Advocacy Committee
 - i. The City is currently paying the library's premiums for contents insurance. The FDA Committee recommends adopting this cost in the spirit of good will; our loss rate is better than the City's.

Motion by Renetta Peddle to accept the FDA Committee's proposal to pay for the library's contents insurance premiums starting in 2019. Seconded by Al Stewart. CARRIED.

- ii. The FDA Committee recommends forwarding the 5% budget increase to the City of Fort Saskatchewan Council. The addition of a part-time Library Assistant accounts for the majority of the increase. The population has increased 3% so the budget is to provide the same service for less money per capita.

Motion by Dennis Dembicki to adopt the 5% budget increase to present to City Council. Seconded by Al Stewart. CARRIED.

- e. ALTA Report
None
- f. Director's Report
Michele reviewed her written Director's Report, and mentioned that:
 - i. The Summer Reading Club had 634 children sign up this year. 2017's registrants were 388. There were 139 entries from adults, and 572 from teens. In 2017 there were 49.
 - ii. FSPL continues to receive great coverage from Mix 107.9 and the Fort Saskatchewan Record.
 - iii. Baby Literacy Bags will launch on September 17, in partnership with Welcome Wagon Birth of Baby. Funds are from Book For Every Child.
 - iv. The card campaign goal has been met. The campaign formally ends on October 06.
 - v. Contents inventory has been completed.
 - vi. Basement workroom renovation is almost done.
 - vii. Strategic Plan Community Meeting is Thursday, September 20. Facilitated by PLSB. 137 surveys have been completed so far. Board Retreat is on Saturday, September 29 (9-12). Lunch will be provided.
- g. Monthly Statistics
 - i. June, July, and August statistics were reviewed.

Motion by Renetta Peddle to accept reports 4.a, and 5.a. through 5.g. as information. Seconded by Lisa Berry. CARRIED.

6. NEW BUSINESS

A Board Intranet has been prepared and contains meeting minutes, documents from PLSB, press releases, budgets, policies, addresses, etc. Board members can email Michele with suggested additions. It will be presented at October's Board meeting.

7. CORRESPONDENCE

- a. The 2018 Grant from Municipal Affairs has been received.
- b. Three new documents from PLSB were received and distributed to all board members.

8. UPCOMING EVENTS

- a. September 14 – FSPL budget due to Council
- b. September 20 – Community Meeting
- c. September 29 – Board Retreat
- d. October 15 – Board Meeting
- e. October 25 – Card Campaign Celebration

9. ROUNDTABLE

Lisa recently accepted the position of Adult Literacy Coordinator for CALLS.

10. IN CAMERA SESSION

Held from 7:18 to 7:20 pm

11. NEXT MEETINGS

- a. Board Retreat – September 29
- b. Board Meeting – October 15

12. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 7:20 p.m. CARRIED.



Board Chair



Board Secretary