



# FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

October 15, 2018

## IN ATTENDANCE

Renetta Peddle, 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 Fedyk, Library Director  
Kathy McDonald, Recording Secretary

## REGRETS

Miranda Brun, Vice-Chair

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

1. WELCOME
2. APPROVAL OF THE AGENDA

**Motion** by Renetta Peddle to approve the agenda. Seconded by Jibs Abitoye. CARRIED.

3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 10, 2018 REGULAR BOARD MEETING

**Motion** by Judy Raaschou to approve the minutes of the September 10, 2018 Regular Board Meeting. Seconded by Renetta Peddle. CARRIED.

4. FINANCIAL REPORT

**Motion** by Dennis Dembicki to revise the 2019 draft budget request to a 2.6% increase from the 2018 approved budget. Seconded by Craig Blackmore. CARRIED.

## 5. REPORTS

- a. Chair's Report – Renetta Peddle  
The four Board members whose terms expire at the end of December received letters from the City of Fort Saskatchewan.
- b. Personnel Committee  
The Plan of Service will be discussed later in the meeting.
- c. Finance, Development, and Advocacy Committee  
The Committee will next meet in November.
- d. Report from Council  
Jibs reported that she met with Clayton Northey earlier in the day to understand the library's finances better. They covered many topics including the financial services that the City provides to the library (Accounts Payable, bookkeeping, Payroll), the library's capital reserves, priority based budgeting, etc. Jibs represents the Library's interests at City Council meetings.
- d. Director's Report  
Michele reviewed her written Director's Report, and mentioned that:
  - i. Read In Week was very popular, busy, and successful this year. 1,392 students were visited in one week!
  - ii. Fort Christian School has invited FSPL to have an information table at their parent teacher interviews in November.
  - iii. Michele recently completed a Nutrien (formerly Agrium) grant application for a Snacks in the Stacks program.
  - iv. Minimum Wage increased on October 01, and the salary grid was adjusted as a result.

*Jibs Abitoye left the meeting at 6:53 pm*

- e. Monthly Statistics
  - i. September statistics were reviewed.
  - ii. An anomaly, going back to 2017, was recently discovered, and all future figures were adjusted.

**Motion** by Don Segberg to accept reports 4, and 5.a. through 5.f. as information. Seconded by Craig Blackmore. CARRIED.

## 6. NEW BUSINESS

- a. 2019 Staff Salary Grid.

**Motion** by Renetta Peddle to approve the 2019 Staff Salary Grid as presented. Seconded by Judy Raaschou. CARRIED.

b. Plan of Service Update

The 2019-2022 Plan of Service is currently being drafted, and the final draft is expected to be complete by mid-November.

**Motion** by Renetta Peddle to accept the Vision, Mission, and Value statements as presented, and further, that these become part of the 2019 – 2022 Plan of Service. Seconded by Lisa Berry. CARRIED.

c. Board Terms Ending December 2018

The three year terms for Judy Raaschou, Lisa Berry, Renetta Peddle, and Don Segberg all expire at the end of December 2018. If they wish to serve another term on the FSPL Board, they must complete the application form.

7. CORRESPONDENCE

a. Letter from Alberta Municipal Affairs regarding the 2019 Minister's Awards for Excellence in Public Library Service.

b. Letters from the City of Fort Saskatchewan to the four Board Members whose terms expire at the end of 2018.

8. UPCOMING EVENTS

a. October 25 – Card Campaign Celebration

9. ROUNDTABLE

Nothing to share.

10. IN CAMERA SESSION

Held from 7:11 to 7:31 pm

11. NEXT MEETINGS

Board Meeting – November 19

12. ADJOURNMENT

**Motion** by Renetta Peddle to adjourn the meeting at 7:33 p.m. CARRIED.



Board Chair



Board Secretary