

FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

October 22, 2019

IN ATTENDANCE

Renetta Peddle, Chair
Lisa Berry, Secretary
Craig Blackmore, Trustee
Miranda Brun, Trustee
Nicole Starker Campbell, Trustee
Dennis Dembicki, Trustee
Nadia den Boon, Vice-Chair
Judy Raaschou, Trustee
Al Stewart, Trustee
Michele Fedyk, Library Director
Kathy McDonald, Recording Secretary

GUEST

Melanie Hilchie, Community Librarian

REGRETS

Jibs Abitoye, Councillor

Call to order: Renetta Peddle called the meeting to order at 6:28 p.m.

1. WELCOME

Renetta welcomed Melanie Hilchie to the library, and to the board meeting.

2. APPROVAL OF THE AGENDA

Motion by Renetta Peddle to approve the agenda. Seconded by Craig Blackmore. CARRIED.

3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 09, 2019 REGULAR BOARD MEETING

Motion by Renetta Peddle to approve the minutes of the September 09, 2019 Regular Board Meeting. Seconded by Miranda Brun. CARRIED.

4. REPORTS

- a. Chair's Report – Renetta Peddle
Covered later in the meeting.
- b. Personnel Committee
Judy reviewed the draft policies (OHS, Respectful Workplace, Employee Code of Conduct, and Employment).

Motion by Renetta Peddle to approve the Occupational Health and Safety Policy, the Employee Code of Conduct Policy, and the Respectful Workplace Policy. Seconded by Renetta Peddle. CARRIED.

Michele will update the Employment Policy to fix a minor typos, and to include a statement about vacation time and banked time being paid out when employees resign.

- c. Finance, Development, and Advocacy Committee
 - i. The Committee's next meeting is November 18.
 - ii. Renetta and Michele will be presenting the library's budget to City Council on Wednesday, November 20 at 1 pm.
- d. Report from Council
None
- e. Director's Report
Michele reviewed her written Director's Report, and mentioned that:
 - 📖 September and October have been busy months.
 - 📖 Trina Smith from MCG Careers will be the guest speaker at the next staff meeting. The library is looking to partnering with them to possibly provide a one-on-one resume building program.
 - 📖 There were several training opportunities in September and October.
 - 📖 The donation from Shell was received for the Stories of Kindness book project. World Kindness Day Celebration is November 13 at 7 pm. Refreshments will be served.
 - 📖 FSPL and Shell are partnering to promote the sharing of kind acts. Social media posts will begin in November.
 - 📖 The Book Borrowing Box program is almost complete. A press release will be sent out soon.
 - 📖 READ IN week was a huge success.
- f. Monthly Statistics
September statistics were reviewed.

Motion by Renetta Peddle to accept reports 4.a. through 4.f. as information. Seconded by Nicole Starker Campbell. CARRIED.

5. NEW BUSINESS

a. Board Terms

- i. Craig Blackmore and Nadia den Boon have submitted their applications to serve another term on the board.
- ii. Miranda Brun and Al Stewart will not be returning for another term.

b. Board Basics Workshop

Nicole reviewed the workshop she recently attended.

6. CORRESPONDENCE

Renetta received letters from the City of Fort Saskatchewan advising her of the Board Members whose terms are expiring at year end.

7. CURRENT AND UPCOMING EVENTS

World Kindness Day Celebration – November 13 (7 pm)

8. ROUNDTABLE

- a. Craig updated the Board about a recent ALTA meeting. The Trustee Handbook, other educational materials, and the ALTA website are being updated.
- b. Jackie Armstrong Homeniuk, MLA has not responded to several requests to reschedule her visit to the library.

9. IN CAMERA SESSION

Held from 7:13 to 7:15 pm

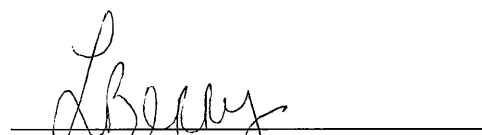
10. NEXT MEETING

November 18

11. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 7:16 p.m. CARRIED.


Board Chair


Board Secretary