

FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

November 18, 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
Michele Fedyk, Library Director
Kathy McDonald, Recording Secretary

REGRETS

Jibs Abitoye, Councillor
Al Stewart, Trustee

Call to order: Renetta Peddle called the meeting to order at 6:33 p.m.

1. WELCOME
2. APPROVAL OF THE AGENDA

Motion by Renetta Peddle to approve the amended agenda with the additions:

- 5a. Library Closures
 - 5b. Metro Federation Board Chair and CEO Meeting.
- Seconded by Nicole Starker Campbell. CARRIED.




Christal Bodman, Library Assistant, joined the meeting to introduce herself to board members.

3. APPROVAL OF THE MINUTES OF THE OCTOBER 22, 2019 REGULAR BOARD MEETING

Motion by Renetta Peddle to approve the minutes of the October 22, 2019 Regular Board Meeting, with an amendment to item 8.b. (Jackie Armstrong Homeniuk, MLA has not responded to several requests to reschedule her visit to the library.).
Seconded by Miranda Brun. CARRIED.

4. REPORTS

a. Chair's Report – Renetta Peddle

-  Renetta thanked the attendees at the recent Stories of Kindness Celebration, and noted that there was a large turnout (75).
-  Staff received an anonymous donation of pizza on World Kindness Day (November 13).
-  Jibs Abitoye has been reconfirmed to the library board for the upcoming year. Interviews for the board vacancy were held last week, and City Council will ratify any appointments. When board vacancies are advertised, Renetta will forward the advertisement link to board members for sharing.

b. Personnel Committee



The Committee next meets in January.

Motion by Craig Blackmore to approve the revised Employment Policy.
Seconded by Nadia den Boon. CARRIED.

c. Finance, Development, and Advocacy Committee

-  The Committee met all their 2019 goals, except the 3 year budget forecast that has been delayed to September 2020.
-  Renetta and Michele will present the library's budget to City Council on Wednesday, November 20 at 1 pm.

d. Quarterly Financial Report

-  The September 2019 financial statements were reviewed. The transfer from capital reserves is noted at the bottom of the statements; the initial expenses will remain as service / capital costs.
-  The final installment of the government grant is expected in early December.

- e. Report from Council
None

- f. ALTA Report
 - 📖 Craig noted that the ALTA rep is Colleen McClure from St. Albert.
 - 📖 ALTA is also impacted by the cancellation of the STEP grant.
 - 📖 Annual memberships are due.
 - 📖 Next meeting is at the end of November.

- g. Director's Report

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

 - 📖 Long time staff member, June McMaster resigned from her position.
 - 📖 October was a busy month with many programs.
 - 📖 November is also busy. Lights Up is Friday, November 22.
 - 📖 The Co-op is unable to assist with Book For Every Child fundraising this year (November 15 – December 15). Books will be delivered to the Food Bank at the beginning of December.
 - 📖 Sing Along with the Bach to Pop Choir on December 17.
 - 📖 Michele has spoken with James Bonnell, the new editor of the Fort Saskatchewan Record.

- h. Monthly Statistics
October statistics were reviewed.

Motion by Renetta Peddle to accept reports 4.a. through 4.h. as information.
Seconded by Miranda Brun. CARRIED.

5. NEW BUSINESS

- a. Library Closure Dates – 2020

Motion by Miranda Brun to accept the closure dates for 2020 as distributed.
Seconded by Lisa Berry. CARRIED.

- b. Metro Federation Board Chairs and CEO Meeting
All Board members are welcome to attend this meeting on December 11 (7-8:30 pm) at Edmonton Public Library's Calder Branch (12522 – 132 Avenue).

6. CORRESPONDENCE

Michele received a thank you card for being a judge for the Chamber of Commerce Business Awards.

7. CURRENT AND UPCOMING EVENTS

- 📖 Board Meeting and Christmas Supper – December 09 (6 pm)
- 📖 Book for Every Child Fundraiser – November 15-December 15
- 📖 Lights Up – November 22 (5-7 pm)
- 📖 Christmas Sing Along with Bach to Pop Choir – December 17 (7 pm)
- 📖 Christmas Gift Wrapping at Walmart – December 21 (1-5 pm), 22 (1-5 pm), 23 (4-8 pm).

8. ROUNDTABLE

9. IN CAMERA SESSION

Held from 7:23 to 7:29 pm

10. NEXT MEETING


December 09 (6 pm)

11. ADJOURNMENT

Motion by Renetta Peddle to adjourn the meeting at 7:30 p.m. CARRIED.



Board Chair



Board Secretary