



# FORT SASKATCHEWAN PUBLIC LIBRARY MINUTES OF THE REGULAR BOARD MEETING

April 20, 2020

## IN ATTENDANCE

Renetta Peddle, Chair  
Jibs Abitoye, Councillor  
Lisa Berry, Secretary  
Craig Blackmore, Vice Chair  
Nicole Starker Campbell, Trustee  
Dennis Dembicki, Trustee  
Nadia den Boon, Trustee  
Lisa Mason, Trustee  
Judy Raaschou, Trustee  
Michele Fedyk, Library Director  
Kathy McDonald, Recording Secretary

## GUESTS

Janice Yeh, PwC (via phone)  
Carlie Persson, PwC (via phone)  
Clayton Northey, City of Fort Saskatchewan

Call to order: Renetta Peddle welcomed everyone to this meeting held via Zoom, and called the meeting to order at 6:30 pm

### 1. APPROVAL OF THE AGENDA

**Motion** by Dennis Dembicki to approve the agenda. Seconded by Lisa Berry.  
CARRIED.

### 2. PRESENTATION OF 2019 AUDITED FINANCIAL STATEMENTS BY PwC

 Janice Yeh and Carlie Persson reviewed PwC's audit results of the library's 2019 financial statements, and their recommendations.

**Motion** by Renetta Peddle to accept, as information, the audited financial statements as presented by PwC. Seconded by Nicole Starker Campbell.  
CARRIED.

**Motion** by Renetta Peddle to transfer \$34,791 from the library's operating reserves to fund the 2019 operating budget deficit. Seconded by Lisa Berry. CARRIED.

Janice Yeh, Carlie Persson, and Clayton Northey left the meeting at 7:02 pm.

3. APPROVAL OF THE MINUTES OF THE MARCH 09, 2020 REGULAR BOARD MEETING

**Motion** by Nicole Starker Campbell to approve the minutes of the March 09, 2020 Regular Board Meeting. Seconded by Renetta Peddle. CARRIED.

3. REPORTS

a. Chair's Report

Renetta reported that the Library Director's contract has been renewed for three years, effective May 01, 2020.

b. Personnel Committee

Judy will forward the revised and updated Library Director's contract to Renetta, who will review it, and forward it Michele prior to May 01.

c. Finance, Development, and Advocacy Committee  
Nothing to report.

d. Report from Council

Jibs spoke about the numerous initiatives the City Council is doing to assist city residents during the pandemic. For example, deferring tax and utility payment penalties, providing free transportation, adding Saturday transportation service, etc. City Council is also revisiting the budget, and making amendments where able.

e. Director's Report

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

- i. the library's online databases, eResources, and virtual programs have been extremely popular. There were 6,295 website visits, and 2,500 downloads from OverDrive, Kanopy, hoopla, and Freading from April 01-14.
- ii. she is extremely proud of the staff for their work and commitment to providing services in this different atmosphere.

- f. Monthly Statistics
  - i. The incorrect month's statistics were included in the meeting package. Michele will email the March 2020 statistics to the Board members.
  - ii. Website visits are up by 20%, and eResource usage is up by 25%.

**Motion** by Renetta Peddle to suspend paging hours and reduce part-time hours until further notice. Seconded by Nadia den Boon. CARRIED.

**Motion** by Renetta Peddle to accept reports 3.a. through 3.f. as information. Seconded by Jibs Abitoye. CARRIED.

4. NEW BUSINESS  
The Board Retreat with guest speaker Punch Jackson, scheduled for May 23 has been postponed to Spring 2021.
5. CORRESPONDENCE  
The deadline for submissions for the ALTA Award of Excellence was extended to May 01. The Library has submitted an application for the Book for Every Child Fundraiser/Project.
6. ROUNDTABLE  
Attendees shared their COVID-19 coping strategies.
7. IN CAMERA SESSION  
Held from 7:37 to 8:00 pm
8. NEXT MEETING  
May 11
9. ADJOURNMENT

**Motion** by Renetta Peddle to adjourn the meeting at 8:01 pm

CARRIED.



---

Board Chair



---

Board Secretary