

Strathcona County Library Board
Meeting
March 21st, 2016
Meeting Room 5, Community Centre

MINUTES

BOARD MEMBERS PRESENT

Ian McCormack (Acting Chair)
Anne Nothof
Lynn Walker
Colleen Burton Ochocki
Leah Lewis
Katharine Weinmann
Councillor Fiona Beland-Quest

Regrets

Anna Pandos
Tamara Epple
Paul Whittaker

Library Staff

Sharon Siga (Chief Executive Officer)
S. Gaumont (Minutes)

1.0 Call to Order

The meeting was called to order at 7:00 pm.

2.0 Approval of Agenda

MOTION 31/2016

That the Strathcona County Library Board approve the Agenda.

Moved by Anne Nothof.

CARRIED

3.0 Minutes of the February 22, 2016 Board Meeting

Lynn Walker pointed out a few typographical errors.

MOTION 32/2016

That the Strathcona County Library Board approve the minutes of the February 22, 2016 Library Board Meeting as amended.

Moved by Lynn Walker.

CARRIED

4.0 Business Arising from the Minutes.

- 4.1 Comparing Library Visits to Population Growth. Interesting statistics and the Bookmobile increase in visits are astounding. They went from 12 rural stops in 2010 to include preschool and senior visits with the universally accessible new Bookmobile. The Board thanked staff again for the charts showing the last six years. It would be nice to continue to track as part of annual report.
- 4.2 Volunteer Activities at the Library. The Board mentioned thanks to the Friends of Strathcona County Library for all their hours and are looking forward to their new future initiative to replace the Garden Tour. There was also some discussion about Shelf Readers and In-House Surveys.

5.0 Items for Information Library

- 5.1 Action Items – reviewed.
- 5.2 List of correspondence: Incoming, Outgoing and Media Releases – reviewed.
- 5.3 Draft Minutes of the March 8, 2016 Executive Committee meeting – reviewed.

MOTION 33/2016

That the Strathcona County Library Board accept the Items for Information as information.

Moved by Leah Lewis.

CARRIED

Reports for Discussion

6.0 Written Reports.

- 6.1 Department Reports. The reports were reviewed and comments were made regarding:
 - Payment Card Industry Compliance – the County’s consultant also revised Library credit card processes and record keeping.
 - Kudos to YS staff, they had a busy past few weeks
 - Customer Service workload with the surge of sign-ups for the new free card

MOTION 34/2016

That the Strathcona County Library Board accept the Written Reports for information.

Moved by Lynn Walker.

CARRIED

7.0 Verbal Reports

- 7.1 County Councillor Report. Councillor Fiona Beland-Quest spoke about a decision being made tomorrow regarding the new growth area: Colchester or Bremner. This has been all-consuming and will be a relief for all when it is over. Councillor Beland-Quest has also been busy with the Community Housing Task Force. Also, UNESCO has recognized the Beaver Hills region, which spreads into five different counties, as a UNESCO World Network of Biosphere Reserves.
- 7.2 Chair Report. Anna Pandos was not available. Ian McCormack reported he saw Ernie Jurkat, former Library Board Chair, and Ernie congratulated the Board on approving free library cards.

MOTION 35/2016

That the Strathcona County Library Board accept the Verbal Reports for information.

Moved by Colleen Burton Ochocki.

CARRIED

8. New Business

- 8.1 2016 Board/Staff Strategic Planning Retreat Results
- 8.1.1 Draft Results SCL Board Planning Retreat March 5, 2016
 - 8.1.2 Backgrounder Documents for Each Standing Committee
 - 8.1.3 Priorities for SCL Board Standing Committees
 - 8.1.4 Draft Results of the SCL Board/Managers Planning Retreat March 5, 2016
 - 8.1.5 Facilitation Evaluation – for information
 - 8.1.6 Next Steps

Everyone agreed the retreat was time well spent. It's good to get together with senior staff. It was a very positive discussion. One change to notes about the 2017 budget was pointed out.

MOTION 36/2016

That the Strathcona County Library Board accept the notes for information as amended.

Moved by Lynn Walker.

CARRIED

9. Board Member Business/Comments

- 9.1 WCB Coverage Discussion. The Library pays for WCB coverage for all volunteers, as well as Library Board Members. This means they are covered in case of incident and would not be able to sue. It is necessary to document that the volunteers and Board Members have been informed and accept this coverage. Just for clarification, the CEO will find out if one Board Member can opt out of WCB coverage, or if all the Library Board has to be covered.
- 9.2 Board Member Round Robin.
ALTA is having an election. You can vote electronically.
Ian McCormack has been asked to be part of a Stantec feasibility study for a new library in St. Albert. Ian also mentioned the “Un-Conference” on building communities to be held here in Sherwood Park on May 7th.
- 9.3 Anne Nothof attended the Marty Chan **Step Onto the Stage!** Event and it was very good, very professional. He is doing a great job as Writer in Residence”.
- 9.4 Interested in attending the Audit Committee Meeting on April 5, 2016? Everyone is welcome to attend when the external auditors from KPMG present the audit findings report.
- 9.5 Finalize Trade Fair Shifts. The CEO will send out reminders of everyone’s shifts.
- 9.6 Upcoming Events: Story Slam by the Fireplace, Saturday, April 2, 7 to 8:45 pm. A storytelling concert to benefit Strathcona County Library.

10. Public Presentations – None.

11. Adjournment – The meeting was adjourned at 8:00 pm.

Chair

Secretary/Treasurer