

Strathcona County Library
Board Meeting
February 27, 2017 – 7 pm.
Strathcona County Community Centre – Meeting Room #5
AGENDA

MISSION STATEMENT:

Reaching out across urban and rural Strathcona County, the Library promotes engagement, sparks imagination, and provides the tools for building skills and knowledge.

VISION STATEMENT:

The heart of a connected, informed, and inspired community.

Board Governance Role

- Governance: Board: Direction, Leadership, Accountability;
- Management: CEO provides managerial oversight and ensures an effective management team is in place;
- Implementation: Staff.

1. Call to Order

2. Approval of the Agenda, p. 1-4

Recommendation: To approve the agenda.

3. Minutes of the January 30, 2017 Board Meeting, p.

Recommendation: To approve the minutes of the January 30, 2017 Library Board meeting.

4. Business Arising from the Minutes

4.1

5. Items for Information

5.1 Action Items, p. 15

5.2 List of correspondence: Incoming, Outgoing and Media Releases, p. 16

5.3 County Satisfaction Survey, p. 17-24

Reports for Discussion

6. Written Reports

6.1. Department Reports, p. 25-30

Recommendation: To accept the Written Reports for information.

7. Verbal Reports

7.1 County Councillor Report

7.2 Chair Report

Recommendation: To accept the Verbal Reports for information.

8. New Business

- 8.1 Board/Staff Planning Retreat, March 11, 2017
 - 8.1.1 Minutes of the January 23, 2017 Meeting of the Ad Hoc Retreat Planning Committee, p.
 - 8.1.2 Minutes of the February 16, 2017 Meeting of the Ad Hoc Retreat Planning Committee, p.
Recommendation: To accept the minutes of the January 23, 2017 and the February 16, 2017 Ad Hoc Retreat Planning Committee meetings for information.
 - 8.1.3 Draft Agenda for the March 11, 2017 Board/Staff Planning Retreat, p.
Recommendation: To approve the agenda for the March 11, 2017 Board/Staff Planning Retreat.
 - 8.1.4 Dissolution of the Ad Hoc Retreat Planning Committee
Recommendation: To dissolve the Ad Hoc Retreat Planning Committee with thanks from the Board.
- 8.2 Draft Performance Measures for 2016
 - 8.2.1 Background Document, p.
 - 8.2.2 Statistics Spreadsheet, p.
Recommendation: To accept the 2016 Performance Measures as information.
- 8.3 Draft 2017 Annual Survey and 2016 Annual Report of Public Libraries in Alberta, p.
Recommendation: To approve the 2017 Survey and 2016 Annual Report of Public Libraries in Alberta to be submitted to Alberta Municipal Affairs.
- 8.4 Progress Report on 2016 Action Plans (part of the 2016-2020 Plan of Service), p.
Recommendation: To accept as information the Progress Report on 2016 Action Plans.
- 8.5 Training Plan, Policy, Guidelines
- 8.6 2017 Library Board Budget
- 8.7

9. Board Member Business/Comments

- 9.1 Board Member Round Robin
- 9.2 Alberta Library Conference Registration Forms Due March 7, 2017
- 9.3 Carpooling to the Alberta Library Conference, p.
- 9.4 Finalize Alberta Library Conference Accommodations
- 9.5 Finalize Trade Fair Shifts
- 9.6 Appoint two Board Members to review the Friends of the Strathcona County Library financial statement.

Recommendation: To appoint _____ and _____ to review the Friends of the Strathcona County Library financial statements.

Parking Lot Items: Round Table Discussion and Decision

10. Public Presentations

11. Adjournment

Upcoming Standard Agenda Items:

March:

- Act on any immediate items from the Board/Staff Retreat

April:

- Accept the first quarter financial statement information (January to March)
- Accept the audited financial statements for information for previous year
- Approve the recipient of the Muriel Abdurahman Volunteer Award
- Confirm annual priorities in order to develop budget for the following year.

May:

- Revisit Plan of Service to approve action plans for the following year
- Approve the annual report

[Executive Committee presents annual report and audited financial statement to County Council.]