

**Northern Lights Library System  
Board Meeting  
May 25, 2019  
Meeting minutes**

**Present**

Arnold, Mary - Village of Paradise Valley  
Berry, David - Town of Vegreville  
Brown, Cathy - Town of Tofield  
Dafoe, Stephen - Town of Morinville  
Dorosh, Les - Town of Redwater  
Fodness, Maxine (alt.) - County of St. Paul  
Frank, Daryl - Village of Kitscoty  
Griffin, Warren - Athabasca County  
Heslin, Cyndy - Village of Ryley  
Lukinuk, Craig - Smoky Lake County  
May, Tanya - Town of Bon Accord  
McLuckie, Jill - Village of Mannville  
Morton, Melody - Town of Smoky Lake  
Olechow, Wayne - Town of Bruderheim  
Reid, Tom - Village of Edgerton  
Sabo, Lillian - Town of Mundare  
Smith, Barbara - Village of Boyle  
Sorochn, Elaine - Town of Two Hills  
Swigart, Dana - M.D. of Bonnyville  
Tiedemann, Larry - S.V. of Mewatha Beach

Beniuk, Darlene - Lac La Biche County  
Berry, Loraine (alt.) - Town of Gibbons  
Bruce, Barry - Beaver County  
Diduck, David - Lamont County  
Filipchuk, Richard - Thorhild County  
Foley, Bob - Town of Wainwright  
Gramlich, Val - Village of Chauvin  
Harvey, Al - Town of Lamont  
Lefebvre, Vicky - City of Cold Lake  
Marko, Bernie - Village of Holden  
Miller, Maureen (alt.) - Town of St. Paul  
McQuinn, Debra - Town of Elk Point  
Murray, Clinton - County of Vermilion River  
Oudshoorn, Will - Village of Innisfree  
Rudolf, Donna - Village of Myrnam  
Saskiw, Dianne - County of Two Hills  
Smith, Ina - S.V. of Pelican Narrows  
Storoschuk, Lorna - Town of Bonnyville  
Thompson, Justin - Town of Vermilion  
Valleau, Phil - M.D. of Wainwright

**Regrets**

Binder, Duncan - S.V. of Island Lake  
Kuzio, Tara - County of Minburn  
Lupul, Sheila - Village of Andrew

Krahulec, Julie - Village of Waskatenau  
Lawrence, Tara - Village of Marwayne  
Shaw, Karen - Sturgeon County

**Absent**

Barr, Lori - S.V. Island Lake South  
Hursin, Amelia (Myn) - S.V. of West Baptiste  
Lawson, Marjorie - Village of Irma  
Romanko, Don - Village of Vilna

Cherniwchan, Tannia - Town of Athabasca  
Irving, Dennis - S.V. of Whispering Hills  
Nearing, Clint - Town of Viking  
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach

**Guests**

Anheliger, Jennifer - ALTA Rep.  
DeSousa, Jordan & Anderson, Kerry - PLSB

Dahlgren, Jodi - LMC

**Staff**

Elliott, Heather - Marketing & Communications Mgr.  
McGrath, Kelly – I.T. Manager  
Walker, Julie - Executive Director

Hampson, Terri - Finance Officer  
Paradis, Tracy - Administrative Assistant/Recording Secretary

1. Call to order – Meeting called to order at 10:01 a.m.
2. Introductions
3. Acknowledge of Treaty 6 and Land of the Metis

4. Adoption of Agenda

**APPENDIX I**

**2019/05/25-01 Motion to accept the agenda – Lorna Storoschuk – carried**

5. Minutes of March 2, 2019

**APPENDIX II**

**2019/05/25-02 Motion to approve the minutes of March 2, 2019 – Dana Swigart – carried**

6. For information

1. PLSB Report – Jordan DeSousa & Kerry Anderson

**APPENDIX III**

- starting Board Basics workshops for Summer & Fall; the next one in our area is in Viking on June 8, 2019 registration is open
- PLSB offers Board orientation for single boards or Municipal board and System boards
- creating training by webinar (pilot project); webinars on specific topics
- all documents are accessible on the PLSB website
- albertalibraries.ca
- in the process of transitioning ILL service – new software and workflows
- seeking permission from the new government to payout grants (possible installments)

**2019/05/25-03 Motion to accept PLSB report as information – Bernie Marko – carried**

2. LMC – Jodi Dahlgren

**APPENDIX IV**

- attended IUG with Julie and Kelly
- Innovative Interfaces has a new CEO and they are developing a new ILS system
- attended ALC in Jasper
- Smoky Lake is celebrating their 75<sup>th</sup> Anniversary in June
- LMC had a meeting this past Wednesday
  - asked Administration to have a professional development tab for sessions and conferences attended by staff that may be useful to librarians
  - discussed help desk ticket response times
- next LMC meeting is in October

**2019/05/25-04 Motion to accept the LMC report as information – Phil Valleau – carried**

3. ALTA Report – Jennifer Anheliger

**APPENDIX V**

- attended ALC in Jasper
- very much appreciated being able to attend
- ALTA presents awards to libraries for the outstanding things they do, so please nominate your library if they do something special
- ALTA AGM
  - demonstration of trustee link
  - access to information – Trustee handbook
- making sure that library goals are in line with government goals
- next ALTA board meeting is June 15
  - proceeding with Advocacy to the new government

**2019/05/25-05 Motion to accept the ALTA report as information – Barbara Smith – carried**

4. Financial Report

- see attached
- please fill out eft forms for faster payment

**2019/05/25-06 Motion to accept the Financial Report as information – Al Harvey – carried**

5. Executive Director – Julie Walker

**APPENDIX VI**

- headquarters has 4 summer students: 1 for Public Services, 1 for I.T. Services, and 2 for Bib/Admin
- Heather has received her MLIS
- Kayla has resigned from Public Services
- in need of 2 consultants, Bib. Services Manager and Public Services Manager
- attended ALC
- RBDigital (magazines) combining with TRAC, there will be access to over 200 magazines instead of 50
- met with Whitehats for Indigenous programming – creating hotspots for on reserve
- attended IUG
  - signed contract with Solus (replaces Boopsie)
- have completed 20 Council presentations and 1 Library Board presentation
- see attached for Creative Ways to Procure MLIS Candidates

**2019/05/25-07 Motion to accept the Executive Director's report as information – Les Dorosh – carried**

6. Chairman's Report – Larry Tiedemann

**APPENDIX VII**

- see attached
- attended ALC
  - discussions about advocacy
  - created a letter from all System Chairs to Minister about library necessity, the small communities committee is forwarding letter to AUMA and RMA
    - collect stories from patrons and libraries as to why libraries are important
- council presentations are going very well
- please request if your municipality would like a Statement of Services presentation from the Chair and Executive Director
- it was suggested that NLLS reach out the municipalities in this regard
- boards are invited to attend the council presentation

**2019/05/25-08 Motion to accept the Chairman's report as information – Tom Reid – carried**

7. Building Committee – Craig Lukinuk

**APPENDIX VIII**

- pre-design and pre-construction fees need to be paid
- we are waiting for grant approval for the renovations, cannot apply until October
- the idea was to complete the conceptual drawings, for the upcoming renovations in the future with grant funding
- pre-construction fees to Jen-Col in the amount of \$45,000 and pre-design fees to Kennedy Architecture in the amount of \$167,000

**2019/05/25-09 Motion to pay outstanding bills to Jen-Col for \$45,000 and to Kennedy Architecture for \$167,000 – Craig Lukinuk – carried**

8. Parliamentarian

**APPENDIX IX**

- getting quotes from other consulting firms to do a workshop on parliamentary services for our Board
- there are no specifics in place in our by-laws on how to conduct a meeting

**2019/05/25-10 Motion that the Board postpone decision on a workshop on parliamentary procedure to the next regular meeting, allowing Administration to gather further data – Stephen Dafoe – carried**

9. Elections

Board Chair

- First call for nominations of Board Chair
- Phil Valteau nominates Larry Tiedemann – Larry accepts
- Stephen Dafoe nominates Vicky Lefebvre – Vicky accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-11 Motion to cease nominations – Lorna Storoschuk – carried**

Vicky Lefebvre declared as Board Chair

Executive Committee – Zone 1 Representative

- First call for nominations of Zone 1 Rep.
- Barbara Smith nominates Craig Lukinuk – Craig accepts
- Larry Tiedemann nominates himself
- Melody Morton nominates Warren Griffin – Warren accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-12 Motion to cease nominations – Dave Berry– carried**

Craig Lukinuk declared as Zone 1 representative

Executive Committee – Zone 3 Representative

- First call for nominations of Zone 3 Rep.
- Stephen Dafoe nominates Cyndy Heslin – Cyndy accepts
- Barry Bruce nominates Bernie Marko – Bernie declines
- Second call for nominations
- Third call for nominations

**2019/05/25-13 Motion to cease nominations – Bob Foley – carried**

Cyndy Heslin declared as Zone 3 Representative

Executive Committee – Member-At-Large

- First call for nominations of Member-At-Large
- Barbara Smith nominates Warren Griffin – Warren accepts
- Phil Valteau nominates Larry Tiedemann – Larry accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-14 Motion to cease nominations – Dianne Saskiw – carried**

Tied vote – name pull

Larry Tiedemann declared as Member-At-Large

Executive Committee – Member-At-Large

- First call for nominations of Member-At-Large
- Stephen Dafoe nominates Warren Griffin – Warren accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-15 Motion to cease nominations – Bernie Marko – carried**

Warren Griffin declared as Member-At-Large

Budget Committee

- First call for nominations of General member  
Maxine Fodness nominates Laurent Amyotte – Laurent accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-16 Motion to cease nominations – Debra McQuinn – carried**

Laurent Amyotte declared as General member

1. Larry Tiedemann – Zone 1
2. Lorna Storoschuk – Zone 2
3. Al Harvey – Zone 3
4. Justin Thompson – Zone 4
5. Laurent Amyotte – General

Policy Committee

- First call for nominations for General member  
Craig Lukinuk nominates – Warren Griffin – Warren accepts  
David Berry nominates Bernie Marko – Bernie accepts  
Darlene Beniuk nominates Elaine SoroChan – Elaine accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-17 Motion to cease nominations – Larry Tiedemann – carried**

Warren Griffin declared as General member

1. Barbara Smith – Zone 1
2. Debra McQuinn – Zone 2
3. Karen Shaw – Zone 3
4. Will Oudshoorn – Zone 4
5. Warren Griffin – General

Advocacy Committee

- First call for nominations for General member  
Lorna Storoschuk nominates Dianne Saskiw – Dianne accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-18 Motion to cease nominations – Bernie Marko – carried**

Dianne Saskiw declared as General member

1. Larry Tiedemann – Zone 1
2. Elaine SoroChan – Zone 2
3. Cyndy Heslin – Zone 3
4. Justin Thompson – Zone 4
5. Dianne Saskiw - General

Grievance Committee

1. Barbara Smith; alternate Melody Morton – Zone 1
2. Darlene Beniuk; alternate Lorna Storoschuk – Zone 2
3. Stephen Dafoe; alternate Bernie Marko – Zone 3
4. Mary Arnold; alternate Daryl Frank – Zone 4

Building Committee

- First call for nominations for General member  
Justin Thompson nominates Dave Berry – Dave accepts
- Second call for nominations
- Third call for nominations

**2019/05/25-19 Motion to cease nominations – Les Dorosh – carried**

Dave Berry declared as General member

1. Craig Lukinuk – Zone 1
2. Laurent Amyotte – Zone 2
3. Karen Shaw – Zone 3
4. Jill McLuckie – Zone 4
5. Dave Berry – General

10. Adjournment at 12:36 p.m.

Next regular Board Meeting

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_