

**Northern Lights Library System
Board Meeting
February 29, 2020
Meeting minutes**

Present

Amyotte, Laurent & Fodness, Maxine (alt.) - County of St. Paul
Anheliger, Jennifer & Dafoe, Stephen (alt.) - Town of Morinville
Bruce, Barry - Beaver County
Diduck, David - Lamont County
Foley, Bob - Town of Wainwright
Griffin, Warren - Athabasca County (Vice-Chair)
Jubenville, Marc - M.D. of Bonnyville
Krahulec, Julie - Village of Waskatenau
Lukinuk, Craig - Smoky Lake County
McLuckie, Jill (via ZOOM) - Village of Mannville
Millante, Jaycynth - Town of Gibbons
Noel, Norm & deMoissac, Tyson (alt.) - Town of St. Paul
Oudshoorn, Will - Village of Innisfree
Rajoo, Sonny - Town of Two Hills
Saskiw, Dianne - County of Two Hills
Smith, Barbara - Village of Boyle
Storoschuk, Lorna - Town of Bonnyville
Tiedemann, Larry - S.V. of Mewatha Beach

Andersen, Ryley (alt.) - M.D. of Wainwright
Brown, Cathy - Town of Tofield
Coubrough, Doug - Village of Irma
Dorosh, Les - Town of Redwater
Frank, Daryl - Village of Kitscoty
Heslin, Cyndy - Village of Ryley
Konieczny, Roger (alt.) - County of Minburn
Lefebvre, Vicky - City of Cold Lake (Chair)
Marusiak, Steven (alt.) - Village of Holden
McQuinn, Debra - Town of Elk Point
Morton, Melody - Town of Smoky Lake
Olechow, Wayne - Town of Bruderheim
Reid, Tom - Village of Edgerton
Rudolf, Donna - Village of Myrnam
Shaw, Karen - Sturgeon County
Stelmaschuk, Jason - County of Vermilion River
Thompson, Justin - Town of Vermilion

Regrets

Arnold, Mary - Village of Paradise Valley
Binder, Duncan - S.V. of Island Lake
Harvey, Al - Town of Lamont
Lupul, Sheila - Village of Andrew

Berry, David - Town of Vegreville
Gramlich, Val - Village of Chauvin
Lawrence, Tara - Village of Marwayne
Sabo, Lillian - Town of Mundare

Absent

Acres, Judy - Town of Viking
Cherniwchan, Tannia - Town of Athabasca
Hursin, Amelia (Myn) - S.V. of West Baptiste
May, Tanya - Town of Bon Accord
Smith, Ina - S.V. of Pelican Narrows
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach

Beniuk, Darlene - Lac La Biche County
Filipchuk, Richard - Thorhild County
Irving, Dennis - S.V. of Whispering Hills
Romanko, Don - Village of Vilna
Tarrant, Thomas - S.V. Island Lake South

Guests

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

Dahlgren, Jodi - LMC

Staff

Hampson, Terri - Finance Officer
McGrath, Kelly - I.T. Manager
Scott, Anna - Public Services Manager
Walker, Julie - Executive Director

Knifton, Amy - Bibliographic Manager
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
- Vicky Lefebvre
4. Adoption of Agenda
- move 6.4 Auditor's Report to 6.1
- add 6.7 Annual Reports (Myrnam, Edmonton Garrison, NLLS)

APPENDIX I

2020/02/29-01 Motion to accept the amended agenda – Karen Shaw – carried

5. Minutes of November 23, 2019

APPENDIX II

2020/02/29-02 Motion to approve the minutes of November 23, 2019 – Jason Stelmaschuk – carried

6. For information

1. Auditor's Report (Jeff Alliston, Metrix Group)

APPENDIX III

2020/02/29-03 Motion to accept Auditor's Report – Cyndy Heslin – carried

2. PLSB Report – Jordan DeSousa/Kerry Anderson

APPENDIX IV

- stable provincial funding for libraries and libraries systems
- ILL – OCLC Relais replaces VDX
- Government courier – government courier coming to an end, only 11 delivery nodes will remain on government courier (NLLS is included); fully implemented by October 2020
- Board Basics Workshops – Lamont Saturday, March 14; Red Deer Saturday, March 21; geared towards municipalities
- NLLS Plan of Service due at the end of this year; will be happy to support us in completing
- will do one-on-one board orientations, which is more personal
- will be accepting 2019/2020 nominees, so libraries will not have to reapply for 2019; although they will be unable to compensate the cost of attendance to ALC

2020/02/29-04 Motion to accept PLSB Report as information – Debra McQuinn - carried

3. LMC Report – Jodi Dahlgren

APPENDIX V

- Vicky to review the LMC 9-page report and follow up

2020/02/29-05 Motion to accept the LMC report as information – Will Oudshoorn – carried

4. ALTA Report – Jennifer Anheliger

APPENDIX VI

- Trustee handbook is ready to go, will be available only as a PDF on the website
- nomination forms available for ALTA awards, to be presented at ALC in Jasper

2020/02/29-06 Motion to accept the ALTA Report as information – Les Dorosh – carried

5. Executive Director Report – Julie Walker

APPENDIX VII

- need to set up a Plan of Service Committee (one person from each zone); an email for consideration will be sent out requesting an interest
- due to cancellation of government courier NLLS requires another van for delivery
- request by the floor to provide a business case in future, prior to being asked to vote on purchase items
- ILL - PLSB reps were made aware of costs to our system from cancelling government courier (est. \$167,000)
question from the floor – PLSB felt 6 months notice was sufficient time for the cancellation of service, when queried about timelines (when mentioned timelines were tight for planning and only the 11 nodes will be continuing until October). They hope to have a best practice out in May with new model to identify and assist.
- Relais - when asked why directors made decisions to not use different work around for Relais, it was confirmed by PLSB that it would require all patron records (approx. 337,000) to be manually uploaded into the program. We still have the ability to work with our own, in our consortium (requests for the University to go to PLSB).

2020/02/29-07 Motion for Northern Lights Library System to purchase a new delivery van up to a value of \$40,000 – Lorna Storoschuk - carried

2020/02/29-08 Motion to accept the Executive Director Report as information – Barbara Smith – carried

6. Board Chair Report – Vicky Lefebvre

APPENDIX VIII

- future board meeting dates: May 23, 2020 (AGM); August 29, 2020; November 28, 2020 and February 27, 2021
- will email out

2020/02/29-09 Motion to accept the Board Chair Report as information – Karen Shaw – carried

7. Annual Reports

APPENDIX IX

2020/02/29-10 Motion to accept NLLS Annual Report – Cyndy Heslin – carried

2020/02/29-11 Motion to accept Myrnam Annual Report – Norm Noel – carried

2020/02/29-12 Motion to accept Edmonton Garrison Annual Report – Justin Thompson – carried

8. Adjournment

2020/02/29-13 Motion to adjourn at 11:46 a.m. – Barbara Smith – carried

Next regular Board Meeting and AGM May 23, 2020 at 10:00 a.m.

Zones 2 and 4 will need to be ready to have new representatives elected at the next meeting.

An email reminder will be sent to members of the zones.