

## **Leduc Public Library Board Meeting**

Minutes of the Leduc Public Library Board meeting held, April 18, 2018 at 4:30 p.m. in the Karl Martin room.

Attending Trustees: J. Arnold, A. Braithwaite, H. Feldbusch, P. Fleming, D. Matthews, L. Hansen

Staff Members: C. Frybort (Library Director), L. McLean (recording secretary)

Also present: R. Campbell (guest presenter)

Absent: R. Yeung (with regrets)

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### **CALL TO ORDER:**

Chair, A. Braithwaite, called the meeting to order 4:31 pm.

### **CONSENT AGENDA**

1. Information Items
  - a) Variance report
  - b) YRL board highlights
2. Approval of March 21, 2018 minutes.
3. Reports: Info Services, Youth Services, LAL

### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 19-2018**

D. Matthews moved to accept the consent agenda as presented.

**MOTION CARRIED**

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**PRESENTATION:** R. Campbell, Youth Services Coordinator, Leduc Public Library  
R. Campbell reviewed the library's programs for children.

Programs for children have been very busy and popular. A 2019 budget proposal will reflect hiring another part-time program person to accommodate requests for more programming.

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### **MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:**

#### **MOTION 20-2018**

P. Fleming moved to accept the remaining components of the agenda.

**MOTION CARRIED**

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### **ACTION AGENDA**

none

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### **ITEMS FOR DISCUSSION/EXPLORATION**

1. Review of March 2018 action list: none
2. Correspondence & Media: none
3. Report from council  
L. Hansen updated the trustees on city councils major items; property tax increase, transit, smart fare (transit tracking) and the upcoming strategic plan  
C. Frybort discussed the library offering debit as a payment option.

A. Braithwaite asked about LRC passes. The current passes have expired. The LRC is looking at special funding that may give library more passes for the same cost.

L. Hansen informed the trustees that the committee of the whole are reviewing user fees.

4. Round Robin

C. Frybort reported to the board, S. Stadnyk, is retiring in June, after seventeen years at the library. Her vacant position will be posted internally and if not filled then externally.

She has made offers of employment for the two summer learning program positions.

C. Kurtz has accepted the position for the summer historical research coordinator.

Local author, T. Dirsa will be attending the June board meeting.

Leduc Public Library has the largest use of ME library patrons among YRL libraries.

Devon Library now offers adult learning like what we offer through Leduc Adult Learning.

More library staff will be taking NARCAN kit training. (this is used in case of opioid overdose).

Community Adult Learning has received permission from the AB government to use the \$30,000 budget surplus from when the program was under the old arrangement.

D. Matthews inquired on the system center configuration manager (SCCM), from the YRL board highlights. C. Frybort explained it is the system used to push updates out to all the YRL library computers.

A. Braithwaite would like the personnel committee to meet in May or June. The committee will be contacted as to the date, probably late May.

It was discussed to create an ad-hoc committee to review wages. C. Frybort will send out a date poll to the board members.

The LAA conference is next week in Jasper. C. Frybort reminds the attendees attending to create a google map for mileage reimbursement.

The Volunteer Appreciation Banquet is tomorrow.

There is still space available to attend the City of Leduc's Board Development Workshop. Contact the city to register.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, May 16, 2018, 4:30 pm

**MOTION TO ADJOURN:**

**MOTION 21-2018**

P. Fleming moved to adjourn the meeting at 5:31 pm.

**MOTION CARRIED**



A. Braithwaite, Chairperson



L. McLean, Recording Secretary

Date: May 16, 2018