

Leduc Public Library Board Meeting

Minutes of the Leduc Public Library Board meeting held, May 16, 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)

Absent: R. Yeung (city staff rep)

CALL TO ORDER:

Chair, A. Braithwaite, called the meeting to order 4:30 pm.

CONSENT AGENDA

1. Information Items
 - a) Variance report
 2. Approval of April 18, 2018 minutes.
 3. Reports: Library Director, Public Services, Youth Services, LAL
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MOTION TO ACCEPT CONSENT AGENDA:

MOTION 22-2018

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

MOTION CARRIED

MOTION TO ACCEPT THE REMAINING COMPONENTS OF THE AGENDA:

MOTION 23-2018

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

MOTION CARRIED

ACTION AGENDA

1. 2017 Financial Audit approval
The board reviewed the financial statement and C. Frybort answered inquires.

MOTION 24- 2018

D. Matthews moved to accept the 2017 financial audit as presented.

MOTION CARRIED

2. Display & Exhibits Policy
D. Matthews discussed how the policy committee created the display and exhibit policy.

MOTION 25- 2018

P. Fleming moved to approve the display & exhibits policy as presented.

MOTION CARRIED

ITEMS FOR DISCUSSION/EXPLORATION

1. Review of April 2018 action list:
The trustees went over the items on the action list.
2. Correspondence & Media: none

3. Naloxone kit

C. Frybort updated the trustees that many library staff have received naloxone kit training. First aiders are protected through the 'Good Samaritan Act'. The kit will be a part of our first aid stations.

MOTION 26- 2018

J. Arnold moved the library board supports having naloxone kits on library premises.

MOTION CARRIED

4. Discarded library items

S. McAmmond had received a call from a resident asking if they could pick up and sell all our discarded items. The board discussed the idea and decided to keep our discards available to anyone.

5. Report from council

L. Hansen apprised the board on council updates. Councillors plan to attend more public events to interact with citizens. Various groups around Leduc have been invited to discuss user fees. Council has passed the 2019-2022 strategic plan.

6. Round Robin

C. Frybort: S. McAmmond, R. Campbell and C. Frybort will be interviewing candidates for the upcoming vacant permanent part time position at the library.

Devon library has received CALP funding, (adult learning). C. Frybort, S. McAmmond and D. Magis will be attending a meet and greet at the Devon Library in May.

Work on the public network is complete. There will be a back up system on site to provide quicker service if the system fails.

(H. Feldbusch arrived to meeting at 4:55pm)

A. Braithwaite will contact the other trustees as to a date for the personnel committee to meet. T. Dirsa will make a presentation regarding his new book at the June board meeting.

DATE OF NEXT MEETING: Regular Monthly Board Meeting
Wednesday, June 20, 2018, 4:30 pm

MOTION TO ADJOURN:

MOTION 27-2018

P. Fleming moved to adjourn the meeting at 5:05 pm.

MOTION CARRIED



A. Braithwaite, Chairperson



L. McLean, Recording Secretary

Date: June 20, 2018