

## **Leduc Public Library Board Meeting**

Minutes of the Leduc Public Library Board meeting held, December 18<sup>th</sup>, 2019 at 5:00 p.m. in the Karl Martin room.

Attending Trustees: A. Braithwaite, H. Feldbusch, P. Fleming, D. Matthews, J. Storeshaw, S. Dixon Pollard,  
L. Hansen

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

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### **CALL TO ORDER:**

Chair, P. Fleming, called the meeting to order at 5:00 pm.

### **CONSENT AGENDA**

1. Information Items
    - a) Variance report
  2. Approval of November 20<sup>th</sup>, 2019 minutes.
  3. Reports: Library Director, Info Services, Youth Services
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### **MOTION TO ACCEPT CONSENT AGENDA:**

#### **MOTION 47-2019**

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

**MOTION CARRIED**

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

#### **MOTION 48-2019**

J. Storeshaw moves to accept the remaining components of the agenda as presented.

**MOTION CARRIED**

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### **ACTION AGENDA**

2020-2024 Strategic Plan draft  
C. Frybort presents the Strategic Plan draft.

#### **MOTION 49-2019**

A. Braithwaite moves to approve the Strategic Plan draft as amended.

**MOTION CARRIED**

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

1. Review of November 2019 action list:  
The director's performance evaluation is scheduled for Dec.21<sup>st</sup>.  
C. Frybort has received three requests from full time staff to sit on the 'compensation review' committee. She will encourage some part-time staff to come forward.
2. Correspondence & Media:  
Nov26/19 Leduc County Library Board (email)  
Dec.6/19 Alberta Public Services Branch, operating grant, \$84,632.00  
Dec.12/19 Government of Alberta, STEP grant, \$3528.00
3. Report from council – L. Hansen

The 2020 budget was passed with a 0.27% tax increase. The Telford multi way will receive upgrades. The City of Leduc has taken over the golf course lands.

#### 4. Round Robin

D. Matthews gave C. Frybort information on an author to forward to R. Campbell.

S. Dixon Pollard informs trustees that Family Literacy Day is coming up in January. The library is partnering with the MacLab Centre for an event on January 31<sup>st</sup>.

A. Braithwaite attended her last YRL meeting. Approval was granted for three libraries to participate in a pilot project to get new library material from purchase to the shelf quicker. The date for the LAA library conference is April 23-26<sup>th</sup>. She also let it be known that some libraries are hosting a braille collection.

C. Frybort gives the board a big thank you from staff for the gift certificates presented at the last staff meeting.

February 24<sup>th</sup>, 7 pm is the 'State of the Library' address to council. She welcomes the trustees to attend.

S. McAmmond has finished PIP (purge inactive patrons). 1,414 patron records were removed from library membership and approximately \$11,000 in fines were waived.

She reminds the trustees that the January meeting includes election of the board chair and vice-chair and committee appointments.

DATE OF NEXT MEETING: Regular Monthly Board Meeting  
Wednesday, January 15<sup>th</sup>, 5 pm

#### **MOTION TO ADJOURN:**

##### **MOTION 50-2019**

H. Feldbusch moves to adjourn the meeting at 5:48 pm.



P. Fleming, Chairperson

##### **MOTION CARRIED**



L. McLean, Recording Secretary

Date: January 15, 2020