

**PEACE LIBRARY SYSTEM
BOARD MEETING MINUTES, GRANDE PRAIRIE
NOVEMBER 24, 2018**

Present:	Carolyn Kolebaba, Chair	Northern Sunrise County
	Lorrie Shelp	Big Lakes County
	Denise Joudrey	Birch Hills County
	Peter Frixel	Clear Hills County
	Dianne Golob	Town of Fairview
	Ray Skrepnek	MD of Fairview No. 136
	Lindsay Brown	Town of Falher
	Meesha Bainton	Town of Fox Creek
	Tammy Brown	Grande Prairie Public Library
	Linda Waddy	County of Grande Prairie No. 1
	Tom Burton	MD of Greenview No. 16
	Dennis Sukeroff	Town of Grimshaw
	Beth Gillis	Town of High Level
	Camille Zavisha	Village of Hines Creek
	Sandra Miller	Village of Hythe
	Brad Pearson	MD of Lesser Slave River No. 124
	April Doll	Town of Manning
	Philippa O'Mahony	Town of McLennan (Teleconference)
	Cheryl Novak	Village of Nampa
	Belinda Halabisky	County of Northern Lights
	Brendan Powell	MD of Opportunity No. 17
	Reta Nooskey	Paddle Prairie Métis Settlement
	Sandra Eastman	MD of Peace No. 135
	Roxann Dreger	Village of Rycroft
	John Moen	Saddle Hills County
	Isak Skjaveland	Town of Sexsmith
	Harry Ezio	Town of Spirit River
	Elaine Garrow	MD of Spirit River No. 133
	Raoul Johnson	MD of Smoky River No. 130
Anna Underwood	Town of Wembley	
Regrets:	Chris Thiessen	City of Grande Prairie
	Elaine Manzer	Town of Peace River
	Jessica Juneau	Town of Rainbow Lake
	Joy McGregor	Town of Slave Lake
	Tanya Boman	Town of Valleyview
	Vacant	Village of Berwyn
	Vacant	Village of Donnelly
Vacant	Village of Girouxville	
Absent:	Gena Jones	Town of Beaverlodge
	Marie Brulotte	Town of High Prairie
Staff:	Linda Duplessis, Director	
	Alrene Dempster, Executive Assistant (minutes)	
	Katherine Wiebe, Consulting Services Manager/Assistant Director	
	Janet Ayles, IT & Technical Services Manager	

1. CALL TO ORDER & INTRODUCTIONS

The Vice-Chair, C. Kolebaba, called the meeting to order at 10:25 a.m. Introductions were made. P. O'Mahony joined the meeting via teleconference.

2. APPROVAL OF AGENDA

The Vice-Chair called for additions or deletions to the agenda.

MOTION: B18-063 To approve the agenda as presented.

Moved by: B. Pearson CARRIED

3. PEACE LIBRARY SYSTEM ORIENTATION

The Director provided an overview of Peace Library System (PLS). She reviewed PLS membership, partnerships, and the services that are available to member libraries. She then reviewed the revenue and expenditures for 2018 explaining the percentage breakdown for revenue sources as well as the allocation of expenditures by percentage. She offered a tour of the building following lunch.

4. ELECTION OF COMMITTEE MEMBERS AND OFFICERS

4.1 BOARD AND COMMITTEE STRUCTURE

The Director reported that the legal name of this board is the Peace Library Board, which is a governing board operating under the Alberta Libraries Act and Libraries Regulation. She reviewed the PLS board and committee structure.

The Vice-Chair turned the meeting over to the Nomination Committee - Elaine Garrow and Lorrie Shelp - to proceed with the election process.

4.2 ELECTION OF EXECUTIVE COMMITTEE

E. Garrow explained that the Executive Committee consists of ten members, three of which are automatic appointees as per Peace Library System bylaws: County of Grande Prairie; City of Grande Prairie and Grande Prairie Public Library. The names of members willing to serve on the Executive Committee were reviewed: Tammy Brown (Grande Prairie Public Library); Elaine Garrow (MD of Spirit River); Raoul Johnson (MD of Smoky River); Carolyn Kolebaba (Northern Sunrise County); Lorrie Shelp (Big Lakes County); Ray Skrepnek (MD of Fairview); Dennis Sukeroff (Town of Grimshaw); Chris Thiessen (City of Grande Prairie); and Linda Waddy (County of Grande Prairie). She noted that there was one vacancy on the Committee.

MOTION: B18-064 To nominate Belinda Halabisky (County of Northern Lights) to the Executive Committee.

Moved by: L. Brown CARRIED

There were three calls for nominations to the Executive Committee from the floor.

MOTION: B18-065 That nominations for the Executive Committee cease.

Moved by: B. Pearson CARRIED

MOTION: B18-066 That the Executive Committee for 2018-2019 will consist of: Tammy Brown (Grande Prairie Public Library); Elaine Garrow (MD of Spirit River); Belinda Halabisky (County of Northern Lights); Raoul Johnson (MD of Smoky River); Carolyn Kolebaba (Northern Sunrise County); Lorrie Shelp (Big Lakes County); Ray Skrepnek (MD of Fairview); Dennis Sukeroff (Town of Grimshaw); Chris Thiessen (City of Grande Prairie); and Linda Waddy (County of Grande Prairie).

Moved by: L. Waddy CARRIED

4.3 ELECTION OF CHAIR AND VICE-CHAIR

E. Garrow explained that the Chair must be chosen from the Executive Committee.

MOTION: B18-067 To nominate Carolyn Kolebaba (Northern Sunrise County) as Chair.

Moved by: L. Waddy CARRIED

There were three calls for nominations for position of Chair from the floor.

MOTION: B18-068 That nominations for position of Chair cease.

Moved by: R. Johnson CARRIED

MOTION: B18-069 That the Chair for 2018-2019 will be Carolyn Kolebaba (Northern Sunrise County).

Moved by: L. Brown CARRIED

E. Garrow explained that the Vice-Chair must be chosen from the Executive Committee.

MOTION: B18-070 To nominate Ray Skrepnek (MD of Fairview) as Vice-Chair.

Moved by: D. Golob CARRIED

MOTION: B18-071 To nominate Belinda Halabisky (County of Northern Lights) as Vice-Chair.

Moved by: R. Nooskey CARRIED

MOTION: B18-072 To nominate Linda Waddy (County of Grande Prairie) as Vice-Chair.

Moved by: T. Brown CARRIED

There were three calls for nominations for position of Vice-Chair from the floor.

MOTION: B18-073 That nominations for Vice-Chair cease.

Moved by: S. Eastman CARRIED

K. Wiebe and J. Ayles collected and counted the ballots.

MOTION: B18-074 That the Vice-Chair for 2018-2019 will be Belinda Halabisky (County of Northern Lights).

Moved by: R. Johnson CARRIED

4.4 ELECTION OF PERSONNEL COMMITTEE

E. Garrow explained that the Personnel Committee meets once or twice a year. The names of those willing to serve on the committee were reviewed: April Doll (Town of Manning); Elaine Garrow (MD of Spirit River); Belinda Halabisky (County of Northern Lights); and Roxie Rutt (MD of Greenview). She noted that there was one vacancy on the Committee.

MOTION: B18-075 To nominate Elaine Manzer (Town of Peace River) to the Personnel Committee.

Moved by: C. Kolebaba CARRIED

There were three calls for nominations to the Personnel Committee from the floor.

MOTION: B18-076 That nominations for the Personnel Committee cease.

Moved by: A. Doll CARRIED

MOTION: B18-077 That the Personnel Committee for 2018-2019 will consist of: April Doll (Town of Manning); Elaine Garrow (MD of Spirit River); Belinda Halabisky (County of Northern Lights); Elaine Manzer (Town of Peace River); and Roxie Rutt (MD of Greenview).

Moved by: B. Halabisky CARRIED

4.5 ELECTION OF PLAN OF SERVICE COMMITTEE

E. Garrow explained that the Plan of Service Committee meets once or twice a year, or more often as required. The names of those willing to serve on the committee were reviewed: Beth Gillis (Town of High Level); Philippa O'Mahony (Town of McLennan); Lorrie Shelp (Big Lakes County) and Ray Skrepnek (MD of Fairview). She noted that there was one vacancy on the Committee.

MOTION: B18-078 To nominate Reta Nooskey (Paddle Prairie Métis Settlement) to the Plan of Service Committee.

Moved by: B. Halabisky CARRIED

There were three calls for nominations to the Plan of Service Committee from the floor.

MOTION: B18-079 That nominations for the Plan of Service Committee cease.

Moved by: R. Skrepnek CARRIED

MOTION: B18-080 That the Plan of Service Committee for 2018-2019 will consist of: Beth Gillis (Town of High Level); Philippa O'Mahony (Town of McLennan); Reta Nooskey (Paddle Prairie Métis Settlement); Lorrie Shelp (Big Lakes County) and Ray Skrepnek (MD of Fairview).

Moved by: C. Zavisha CARRIED

MOTION: B18-081 To destroy all ballots.

Moved by: R. Johnson CARRIED

The Nominations Committee turned the meeting over to the Chair, C. Kolebaba.

4.6 Board Signing Authorities

The Director reported that the Chair must be a signing authority for financial and contractual purposes, and that up to three additional Board Members may be appointed as signing authorities for cheque-signing purposes. The Director reviewed the current list of signing authorities and noted that two signatures are required for cheques, one of which must be a board member.

MOTION: B18-082 To remove Veronica Bliska as cheque signing authorities for ATB Financial accounts 719-00730280024, 719-00730280075 and 719-00823122200.

Moved by: D. Golob CARRIED

MOTION: B18-083 That the signing authorities for ATB Financial accounts 719-00730280024, 719-00730280075 and 719-00823122200 will be: Carolyn Kolebaba, Northern Sunrise County

Christopher Thiessen, City of Grande Prairie
Tammy Brown, Grande Prairie Public Library
Anna Underwood, Town of Wembley
Linda Duplessis, Director
Katherine Wiebe, Assistant Director
Janet Ayles, IT & Technical Services Manager

Moved by: C. Novak CARRIED

5. MINUTES OF SEPTEMBER 15, 2018 MEETING

The Chair called for errors or omissions to the minutes.

MOTION: B18-084 To accept the minutes of the September 15, 2018 meeting as amended.

Moved by: R. Skrepnek CARRIED

6. BUSINESS ARISING FROM MINUTES

There was no business arising.

7. REPORTS

7.1 DIRECTOR'S

L. Duplessis provided highlights from her written report.

She reported she had completed 27 visits to member councils to provide a Peace Library System (PLS) update, with one more to go. The feedback has been positive, and council members have expressed their appreciation for PLS services.

She provided updates on the fall 2018 'Explore Your Library' campaign and the online *Power of Advocacy: Move Your Library Forward* course. The course will be offered in early 2019 during evening times so board members can participate.

7.2 CHAIR'S

C. Kolebaba reported that she will be attending the Public Library Network Nodes & Systems meeting with L. Duplessis on December 6 & 7 in Edmonton. She added that with the popularity of radon gas detectors being borrowed/rented, it may be a service libraries should look into providing.

7.3 TECHNICAL SERVICES

J. Ayles provided highlights from her written report.

She reported that Acquisitions and Cataloguing activities are caught up and current. Courier staff completed an interlibrary loan (ILL) time audit from October 15-19 at the request of The Public Library Services Branch (PLSB). The audit is meant to

provide information to help inform future decisions made about government courier or provincial interlibrary loan delivery.

7.4 INFORMATION TECHNOLOGY (IT) SERVICES

J. Ayles provided highlights from her written report.

She reported that the new websites are progressing and she and E. Stewart will start migrating the libraries from their old websites to the new ones in the new year. It is expected to take until Spring 2019 to move all libraries to the new platform.

F. Richard and J. Ayles attended Fortinet training hosted at Yellowhead Regional Library. The course will be very useful when working with and troubleshooting the firewalls at PLS and in the libraries.

There has been a focus in 2018 on getting libraries to plan for technology. J. Ayles has offered to visit libraries and help create a technology plan with the staff and board members.

She provided an update on the Network Infrastructure Project. PLS contracted with ACSI, a Calgary company, to install hardware and update configurations. With the completion of this project, the network is far more secure and efficient and should serve PLS purposes for years to come.

7.5 CONSULTING SERVICES

K. Wiebe provided highlights from her written report.

Thirty-one libraries submitted statistics from their summer reading clubs, with 2,040 children participating. The Northern Lights Library System will be the provincial coordinator in 2019.

She reported that PLS libraries now have access to SOLARO, a homework eResource. Samm Mercer is preparing training for the libraries on how to use SOLARO.

The 2018 Rural Libraries Conference had 149 registered delegates, 23 percent of whom were public library trustees. Public library staff accounted for 56 percent, school library staff made up 17 percent, and 4 percent were “other”. There were 39 first time attendees this year. The 2019 Rural Libraries Conference is set for September 26 and 27 at the Pomeroy Hotel and Conference Centre in Grande Prairie.

7.6 THE ALBERTA LIBRARY (TAL)

The Director reported that The TAL Board of Directors met during the Netspeed conference in October, at which time a balanced budget was presented. She reported that registration was down for the Netspeed Conference and it may be offered every second year.

7.7 THE ALBERTA LIBRARY TRUSTEES ASSOCIATION (ALTA)

No report was available for the meeting.

7.7.1 ALTA NOMINATION FOR 2019-2021 TERM

The Director reported that nominations will soon be open for a representative from the Area 1 (Peace) region to serve on the ALTA Board. Both nominators and nominees must be current ALTA members and must be serving in the Area for which the nomination is being made.

She reported that Raoul Johnson, MD of Smoky River, was the Area 1 (Peace) representative on the ALTA Board of Directors for 2017-2019 but his alternate, Brenda Kerr from Manning, took over the responsibility in January, 2018. Her term ends in April, 2019, and she is not seeking re-election.

She reported that according to the schedule from last year, nominations must be received by midnight on January 31, 2019, either by mail, or email. If more than one nomination is received, ballots will be distributed by email to trustees and voting, if required, will take place in March.

The elected representative may attend the Alberta Library Conference (April 25-28) during which the ALTA AGM is held, but the cost of attending is covered by their library board.

MOTION: B18-085 To nominate Beth Gillis, Town of High Level, as the representative for Area 1 (Peace) on the Alberta Library Trustees Association Board of Directors for 2019-2021.

Moved by: B. Halabisky CARRIED

MOTION: B18-086 To nominate Dianne Golob, Town of Fairview, as the alternate for Area 1 (Peace) on the Alberta Library Trustees Association Board of Directors for 2019-2021.

Moved by: B. Halabisky CARRIED

7.8 THE REGIONAL AUTOMATION CONSORTIUM (TRAC)

L. Duplessis reviewed TRAC's Plan of Service for 2019-2021. She reported that TRAC's two main goals are to enhance resource sharing services and support, and to be innovative and adaptable to technological possibilities.

7.9 NETSPEED CONFERENCE

The Peace Library Board sponsored two trustees to attend the Netspeed Conference in Sherwood Part on October 11 and 12 - Tanya Bowman, Town of Valleyview and Belinda Halabisky, County of Northern Lights. The Chair asked for feedback on the Conference. B. Halabisky found it very technology related. She enjoyed the conference but thought it was more for library staff than trustees.

MOTION: B18-087 To receive items 7.1 – 7.9 for information.

Moved by: B. Powell CARRIED

The Chair recessed the meeting for lunch at 12:15 pm.
The Director offered a tour of Peace Library System.
The Chair reconvened the meeting at 1:05 pm.

8. EXECUTIVE/FINANCE COMMITTEE

8.1 MINUTES OF THE OCTOBER 27, 2018 MEETING

MOTION: B18-088 To receive the minutes of the October 27, 2018 Executive Committee meeting for information.

Moved by: E. Garrow CARRIED

8.2 FINANCIAL STATEMENT– SEPTEMBER, 2018

The Director reviewed the balance sheet reporting that the cash on hand is high but there are plans in place to invest it before the end of 2018. She reported that most revenue has been received. She highlighted expenditures in each department and noted that spending is on track for this time of year.

MOTION: B18-089 To accept the September, 2018 Financial Statement for information.

Moved by: H. Ezio CARRIED

8.3 REVISED IT SERVICE AGREEMENT

J. Ayles reported that the IT Service Agreement sets out Peace Library System and member library responsibilities related to technology to ensure that the Peace region network runs smoothly. She reported that it has been updated to reflect current software applications and other changes that have occurred since the last agreement in 2012. This agreement will be sent to member library boards for signature.

MOTION: B18-090 To approve the revised IT Service Agreement.

Moved by: L. Brown CARRIED

8.4 REVISED TRUSTEE ORIENTATION POLICY

The Director reported that this policy was revised to include the option of a one-on-one meeting with PLS staff for new trustees.

MOTION: B18-091 To approve the revised Trustee Orientation Policy.

Moved by: B. Pearson CARRIED

8.5 REVISED MEETING ROOM POLICY

The Director reported that this policy required small changes as well as changes to the room rental fees.

MOTION: B18-092 To approve the revised Meeting Room Policy.

Moved by: A. Doll CARRIED

8.6 REVISED STAFF RECOGNITION POLICY

The Director reported that this policy has been re-organized to include a policy statement. She also reported that the guidelines for long service recognition and recognizing resignations/retirements have been separated.

MOTION: B18-093 To approve the revised Staff Recognition Policy.

Moved by: R. Dreger CARRIED

8.7 REVISED PUBLIC ACCESS TO THE INTERNET POLICY FOR LIBRARY SERVICE POINTS

The Director reported that this policy was reviewed by all advisory Committees in the spring of 2018 and presented to the Peace Library Board on September 15, 2018. The policy relates to public Internet access in the eight libraries where Peace Library System is the Board of Record. She added that there have been no reported issues with patron's use of the Internet at these library service points.

Concerns were raised at the September Board meeting about patrons accessing questionable content at public Internet stations, whether the content might be viewed by children, whether the policy was enforceable, and whether library staff safety was an issue if patrons were confronted. There was discussion about limiting access to some Internet sites (filtering), using privacy screens, and whether the policy would allow staff to intervene in the event of objectionable behavior by a patron using the Internet. The end result was a motion to seek a legal opinion on the policy and how it could be improved.

The Director and the PLS Management Team researched the issue of censorship and library operations and took their report to the Executive Committee on October

27. They recommended that the Board motion to seek legal advice on the Public Access to the Internet Policy be rescinded because the policy and procedures should be sufficient.

MOTION: B18-094 To rescind Board Motion B18-051: To ask for legal advice regarding library staff rights and responsibilities in enforcing the Internet access policy for library service points.

Moved by: B. Halabisky CARRIED

She reported that the Policy as presented seeks to balance patron rights to information and to privacy, and is a standard policy across the province and across the country. It will empower library staff to step in if someone is accessing inappropriate or illegal content on public computers.

MOTION: B18-095 To approve the revised Public Access to the Internet Policy for Library Service Points.

Moved by: L. Shelp CARRIED

8.8 *CFLA STATEMENT ON INTELLECTUAL FREEDOM AND LIBRARIES* ENDORSEMENT

The Director reported that Libraries are public institutions that serve people of all backgrounds, and provide patrons or users with equitable access to information while at the same time protecting their privacy.

She reviewed the Canadian Federation of Library Association's (CFLA) *Statement on Intellectual Freedom and Libraries*. The CFLA document describes the important role of libraries to "provide, defend and promote equitable access to the widest possible variety of expressive content and resist calls for censorship and the adoption of systems that deny or restrict access to resources."

She reported that the CFLA document is based on the former Canadian Library Association (CLA) *Statement on Intellectual Freedom and Libraries*, which was endorsed by the Peace Library Board many years ago. With the demise of CLA, it has been superseded by the CFLA Statement.

MOTION: B18-096 To endorse the Canadian Federation of Library Association's Statement on Intellectual Freedom and Libraries.

Moved by: S. Eastman CARRIED

8.9 DRAFT 2019-2021 PLAN OF SERVICE

The Director reported that valuable input had been gathered through meetings with public library managers and a satisfaction survey, and incorporated into the 2019-2021 Plan of Service.

Based on the feedback, PLS will focus on five main service areas in the next three years:

- Training and Professional Development

- Advocacy and Marketing
- IT Support
- Program Support
- Access to Resources.

Work will also continue in the areas of Municipal Library Services and Services to Schools. The Plan of Service is a legislative requirement and will be submitted to the Public Library Services Branch in December.

MOTION: B18-097 To approve the 2019-2021 Plan of Service as presented.

Moved by: T. Brown CARRIED

8.10 FINANCIAL FORECAST TO DECEMBER 31, 2018

The Director reported a surplus of about \$105,000 is expected for the end of 2018. This includes a little more than the budgeted surplus of \$100,000. Some temporary staffing vacancies might have resulted in a greater surplus. However, less revenue was realized for Indigenous Grant activities, as some plans have had to be delayed. As well, municipal revenue was less due to population decreases in some areas.

Some unique projects took place in 2018 which affected both revenue and expense items. These included the facility upgrade, the roofing project, the website project, and the network infrastructure upgrade. In addition, a new Plan of Service was developed to guide future expenditures.

The Director highlighted the significant variances in revenue and expenditures for 2018. She reported that staffing costs were less due to employees on medical and maternity leaves. Building costs were higher due to a partial roof replacement, but this will be paid from the Building Reserve through a Board motion.

MOTION: B18-098 To receive for information the Financial Forecast to December 31, 2018.

Moved by: B. Pearson CARRIED

8.11 DRAFT 2019 OPERATING BUDGET

The Director reported that the proposed 2019 Operating Budget includes the necessary staffing and activities to maintain key library system services and meet goals identified in the new 2019-2021 Plan of Service. With many major projects out of the way, 2019 should be more or less a normal year.

She reported that there is no increase in municipal fees or library board allotments for 2019. The budget pre-supposes that an Indigenous Populations Grant of \$215,445 to serve on-reserve and on-settlement populations is received in 2019. She reported that the IT Department and Technical Services Department will remain under one manager, staffing numbers will remain at the current level, and a three per cent cost of living increase has been applied to the wage and salary grid, based on increases to the Consumer Price Index. She also reported that \$65,000 has been allocated to capital reserves.

MOTION: B18-099 To approve the 2019 Operating Budget as presented.

Moved by: D. Joudrey CARRIED

8.12 TRANSFERS FROM RESERVES FOR 2018

The Director reported that several capital expenditures were approved for 2018, and most are now complete. Some operating expenditures such as leases, software and facility upgrades are also paid from reserves. The amounts to be deducted from each reserve are ratified prior to year-end through a Board motion. She noted that capital items over \$500 are capitalized.

MOTION: B18-100 That the following transfers from Capital Reserves be ratified for 2018 purchases:

- **\$116,423 from the Technology Reserve;**
- **\$193,571 from the Building Reserve; and**
- **\$8,809 from the Furnishings/Equipment Reserve.**

Moved by: R. Nooskey CARRIED

8.13 DRAFT 2019 CAPITAL BUDGET

The Director reviewed the capital expenditures planned for 2019 and noted that they will be incorporated into the Five-Year Capital Plan. These expenditures and related operating expenditures are paid from the reserves. She pointed out that a new quote had been received for Fortigates (SuperNet equipment) since the Executive had reviewed the Capital budget.

MOTION: B18-101 To approve the 2019 Capital Budget as presented.

Moved by: T. Brown CARRIED

9. PERSONNEL COMMITTEE

9.1 MINUTES OF THE OCTOBER 13, 2018 MEETING

The Personnel Committee was made aware of an error in the motion date for Item 3.

MOTION: B18-102 To receive the Personnel Committee minutes from October 13, 2018 for information, with one suggested amendment.

Moved by: E. Garrow CARRIED

9.2 REVISED LEAVE OF ABSENCE POLICY

The Director reported that this policy was reviewed by the Personnel Committee and the Executive Committee on April 21, 2018. When presented to the Board on May 26, 2018, questions arose about Bereavement Leave, specifically the definition of “an immediate or extended family member” The policy was revised by the Personnel Committee on October 13, 2018, to reference the definitions in the Employment Standards.

MOTION: B18-103 To approve the revised Leave of Absence Policy as presented.

Moved by: R. Dreger CARRIED

10. PLAN OF SERVICE COMMITTEE

10.1 MINUTES OF THE SEPTEMBER 15, 2018 MEETING

MOTION: B18-104 To receive the Plan of Service Committee minutes from September 15, 2018 for information.

Moved by: R. Skrepnek CARRIED

11. ADVISORY COMMITTEE MEETINGS MINUTES

- 11.1 COUNTY OF NORTHERN LIGHTS - OCTOBER 15, 2018
- 11.2 CLEAR HILLS COUNTY - OCTOBER 17, 2018
- 11.3 MUNICIPAL DISTRICT OF SPIRIT RIVER - OCTOBER 22, 2018
- 11.4 NORTHERN SUNRISE COUNTY - OCTOBER 29, 2018
- 11.5 MUNICIPAL DISTRICT OF GREENVIEW – NOVEMBER 8, 2018

MOTION: B18-105 To receive items 11.1 – 11.5 for information.

Moved by: B. Halabisky CARRIED

12. NEW BUSINESS

12.1 INFRASTRUCTURE GRANT REPORT

The Director reported that the Infrastructure Grant of \$1.01 million must be spent on approved building improvements prior to December 31, 2020.

She reported that there was \$270,132 remaining at the end of October. Expenses in November and December should bring the grant balance to about \$130,000 by the end of the year. She added that any funds remaining could be applied to the replacement of the west portion of the roof, which was completed at the end of September.

MOTION: B18-106 To receive the Infrastructure Grant Report for information.

Moved by: B. Powell CARRIED

12.2 2018-2019 INDIGENOUS GRANT REPORT

The Director reported that the focus of the 2018-2019 grant expenditures is on physically taking materials, programs and services to Indigenous communities.

To date, PLS has partnered with the High Level, High Prairie and Valleyview library boards through a Memorandum of Understanding (MOU) with each library board. An MOU is pending with the County of Grande Prairie Library Board to support Elmworth library's outreach to Horse Lake First Nation.

Samm Mercer, the Digital Learning and Outreach Librarian, is in regular contact with member libraries that would like to take services to specific Indigenous communities.

MOTION: B18-107 To receive the 2018-2019 Indigenous Grant report for information.

Moved by: A. Underwood CARRIED

12.3 ALBERTA LIBRARY CONFERENCE ATTENDANCE (APRIL 25-28, 2019)

The Director reported that the Peace Library Board has authorized four members plus the Chair to attend the Alberta Library Conference in Jasper from April 25 – 28. She reported PLS will cover accommodation, travel and registration. Alrene Dempster will send an email to the Board on January 21 asking if there is any interest in attending the conference. If more than four board members express interest in attending, the Executive Committee will make a final decision at its February 23 meeting.

MOTION: B18-108 To receive the Alberta Library Conference attendance report for information.

Moved by: I. Skjaveland CARRIED

13. CORRESPONDENCE

13.1 MINISTER OF MUNICIPAL AFFAIRS – MINISTER'S AWARDS FOR EXCELLENCE IN PUBLIC LIBRARY SERVICE

13.2 VERONICA BLISKA – LETTER OF THANKS

13.3 PEACE LIBRARY SYSTEM NEWS & NOTES, WINTER 2018

MOTION: B18-109 To receive items 13.1 – 13.3 for information.

Moved by: M. Bainton CARRIED

14. MEMBERS' BUSINESS/ROUND ROBIN

Information on upcoming events and activities was shared around the table.

15. NEXT MEETINGS

Executive: February 23, 2019 (Fairview)

Board: March 16, 2019 (Grande Prairie)

Executive: April 13, 2019 (TBA)

Board: May 25, 2019 (Grande Prairie)

Executive: August 24, 2019 (TBA)

Board: September 14, 2019 (TBA)

Executive: October 26, 2019 (TBA)

Board/Christmas Party: November 30, 2019 (Grande Prairie)

16. ADJOURNMENT

The Chair adjourned the meeting at 3 p.m.

Approved by Carolyn Kolibaba

Chair

Approved by Linda Duplessis

Director

March 16, 2019

Date