

Northern Lights Library System Board
Regular Board Meeting
Northern Lights Library System Headquarters
5615 - 48 Street, Elk Point, AB
10:00 AM Saturday, May 23, 2020
Meeting Minutes

Present via Zoom

Amyotte, Laurent/Fodness, Maxine (Alt) - County of St. Paul
Anheliger, Jennifer - Town of Morinville
Bruce, Barry - Beaver County
Diduck, David - Lamont County
Frank, Daryl - Village of Kitscoty
Griffin, Warren - Athabasca County (Vice-Chair)
Jubinville, Marc - M.D. of Bonnyville
Lefebvre, Vicky - City of Cold Lake (Chair)
Lukinuk, Craig - Smoky Lake County
McLuckie, Jill - Village of Mannville
Millante, Jaycint - Town of Gibbons
Arnold, Mary - Village of Paradise Valley
Oudshoorn, Will - Village of Innisfree
Harvey, Al - Town of Lamont
Saskiw, Dianne - County of Two Hills
May, Tanya - Town of Bon Accord
Sorochan, Elaine - Town of Two Hills

Present Via Zoom by Phone

Shaw, Karen - Sturgeon County
Gramlich, Val - Village of Chauvin

Smith, Barbara - Village of Boyle
Brown, Cathy - Town of Tofield
Coubrough, Doug - Village of Irma
Dorosh, Les - Town of Redwater
Thompson, Justin - Town of Vermilion
Heslin, Cyndy - Village of Ryley
Lawrence, Tara - Village of Marwayne
Berry, David - Town of Vegreville
Sabo, Lillian - Town of Mundare
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
Storoschuk, Lorna - Town of Bonnyville
Cherniwchan, Tannia - Town of Athabasca

Tiedemann, Larry - S.V. of Mewatha Beach

Absent

Acres, Judy - Town of Viking
Filipchuk, Richard - Thorhild County
Hursin, Amelia (Myn) - S.V. of West Baptiste
Stelmaschuk, Jason - County of Vermilion River
Smith, Ina - S.V. of Pelican Narrows
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach
Krahulec, Julie - Village of Waskatenau
Rajoo, Sonny - Town of Two Hills
Konieczny, Roger (alt.) - County of Minburn
Binder, Duncan - S.V. of Island Lake

Beniuk, Darlene - Lac La Biche County
Lupul, Sheila - Village of Andrew
Irving, Dennis - S.V. of Whispering Hills
Romanko, Don - Village of Vilna
Tarrant, Thomas - S.V. Island Lake South
Foley, Bob - Town of Wainwright
Noel, Norm & deMoissac, Tyson (alt.) - Town of St. Paul
Andersen, Ryley (alt.) - M.D. of Wainwright
Marusiak, Steven (alt.) - Village of Holden

Guests

Anheliger, Jennifer - ALTA Rep.
DeSousa, Jordan - PLSB

Dahlgren, Jodi - LMC
Pauls, Stuart - Librarian

Staff

Walker, Julie - Executive Director
Hampson, Terri - Finance Officer/Recording Secretary
Scott, Anna - Public Services Manager

Elliott, Heather - Marketing
Knifton, Amy - Bibliographic Manager

- 10:00 AM
1. Call to order via Zoom – Meeting called to order at 9:02am.
 2. Introductions/Quorum confirmed.
 3. Acknowledge of Treaty 6 and Land of the Metis – Vicky Lefebvre
 4. Adoption of Agenda –
 - ADD 6.10 Annual Report

2020/05/23-01 - Lorna Storoschuk motions to accept the Agenda as amended - carried.

5. Minutes of February 29, 2020

2020/05/23-02 Barbara Smith motions to accept the Minutes of February 29, 2020 – carried

6. For Information

6.1. PLSB report –Jordan DeSousa

- Public Library Pandemic Response
- Relaunch Strategy and Checklist for re-opening
- Phase 2 Target date is June 19
- ILL – resume in phases
 - o Gov't Courier – 12 delivery nodes
 - o Staff side of Relais – 1 month
 - o Patron side of Relais – following month

2020/05/23-03 Les Dorosh motions to accept the PLSB report as presented – carried

6.2. Library Managers Council Report – Jodi Dahlgren report to be sent out.

2020/05/23-04 Debra McQuinn motions to accept the LMC report as presented -carried

6.3. ALTA report – Jen Anheliger – report to be sent out.

- ALTA AGM – June 13 at 9:30AM via Zoom

2020/05/23-05-Jill McLuckie motions to accept the ALTA report as presented – carried

6.4. Financials – Terri Hampson

2020/05/23-06- Cyndy Heslin motions to accept the Financial report as presented -carried

6.5. Executive Director's Report - Julie Walker

2020/05/23-07 David Berry motions to accept the Executive Director's report as presented – carried

6.6. Chairman's Report – Vicky Lefebvre

- Alternates on this Board- AB regulations pg. 17 allow for this person
- Executive Committee Member vs Board Membership representation on sub-committees.

2020/05/23-08- Elaine Sorochan motions to accept the Board Chair report as presented – carried

6.7. Policy Submission – Warren –

Al Harvey submitted the following books for recommended usage and reading:

- Parliamentary Procedure at a Glance – O.Garfield Jones
- Roberts Rules of Orders Simplified & Applied 3rd Edition

Sec 1, 1B Compensation

2020/05/23/-09- Les Dorosh motions to accept Sec 1, 1B Compensation policy as presented – carried

Sec 1, 1J Vacation

2020/05/23/-10- Marc Jubinville motions to accept Sec 1, 1J Vacation policy as presented – carried

Sec 1, 10 Employee Long Service

2020/05/23/-11- Marc Jubinville motions to accept Sec 1, 10 Employee Long Service policy as presented – carried

Sec 1, 1R NLLS Company Vehicles and Equipment

- Administration to provide breakdown of vehicle usage and mileage

2020/05/23/-12- Cyndy Heslin motions to accept Sec 1, 1R NLLS Company Vehicles and Equipment policy as amended to include “Km” – carried

Sec 1, 1U Equal Opportunity Employer

2020/05/23/-13- Lorna Storoschuk motions to accept Sec 1, 1U Equal Opportunity Employer policy as presented – carried

Sec 1, 3F Library Property

2020/05/23/-14- Laurent Amyotte motions to accept Sec 1, 3F Library Property policy as presented – carried

Sec 1, 3Q Grievances

2020/05/23/-15- Craig Lukinuk motions to accept Sec 1, 3Q Grievances policy as presented – carried

Sec 1, 3R Executive Director Grievance

2020/05/23/-16- Will Oudshoorn motions to accept Sec 1, 3R Executive Director Grievances policy as presented – carried

Sec 1, 3V Communication Protocol Library Manager

2020/05/23/-17- Barbara Smith motions to accept Sec 1, 3R Communication Protocol Library Manager policy as presented – DEFEATED – send back to committee for definition of

Sec 2, 11 Board Honorarium and Expenses

2020/05/23/-18- Les Dorosh motions to accept Sec 2, 11 Board Honorarium and Expenses policy as presented – carried

Sec 3, 1G Budget

2020/05/23/-19- Marc Jubinville motions to accept Sec 3, 1G Budget policy as presented – carried

Sec 3, 1H Finance Fund Accounts

2020/05/23/-20- Craig Lukinuk motions to accept Sec 3, 1H Finance Funds Account policy as presented – carried

Sec 3, 1N NLLS Funding Overview

2020/05/23/-21- Jill McLuckie motions to accept Sec 3, 1N NLLS Funding Overview policy as presented – carried

Advocacy Committee – Terms of Reference

2020/05/23/-22- Debra McQuinn motions to accept Advocacy Committee – Terms of Reference policy as presented – carried

Executive Director Evaluation – Terms of Reference

2020/05/23/-23- Craig Lukinuk motions to accept Executive Director Evaluation – Terms of Reference policy as presented – carried

- 6.8. Plan of Service Committee – Vicky –
Zone 1 – Barbara Smith will confirm with her Council
Zone 4 – Justin Thompson and Jill McLuckie put their name forward
- 6.9. Aug Election - Zone 2 & 4
Those wishing to submit their names now for consideration:
Zone 2
Debra McQuinn put her name forward for consideration

Zone 4

Jill McLuckie put her name forward for consideration

Election Information

Zone 1 – Craig Lukinuk – up in 2021

Zone 2 – Elaine Sorochan – up in 2020

Zone 3 – Cyndy Heslin – up in 2021

Zone 4 – Jill McLuckie – up in 2020

Member at Large – Laurent Amyotte – up in 2020

Member at Large – Justin Thompson – up in 2020

Member at Large – Warren Griffin – up in 2021

Member at Large – Larry Tiedemann – up in 2021

Sturgeon County – Automatic Seat

Cold Lake – Automatic Seat

6.10. Annual Report – revised file to be sent out.

2020/05/23-24 - Barbara Smith motions to accept the Annual Report as information - carried.

6.11. Adjournment 12:15pm

The next regular board meeting will be held on Friday August 21, 2020 at 10:00 a.m.