

Index of motions

Executive Committee

1. Motion to approve the agenda as presented moved by Pat Gordeyko – carried
2. Motion to approve the minutes as presented – moved Dallas Degenhardt – carried.
3. Motion to approve the Executive Summary as presented moved by Stephen Dafoe – carried.
4. Motion to accept the 2014 Audited Report moved by Dallas Degenhardt, 2nd Steven Dafoe - carried.
5. Motion to recommend to the board to amend the policy to read 15 years amortization instead of 10 years for the parking lot moved by Pat Gordeyko – carried.
6. Motion to accept the financial report as presented – Stephen Dafoe – carried.
7. motion to refer the policy #4 to the NLLS board – Stephen Dafoe – carried.
8. Public Services operational policy as presented – moved by Dallas Degenhardt – carried.
9. Motion to accept the Directors report – Steven Schafer – carried
10. Motion to approve Chairman’s report moved by Stephen Dafoe - carried.
11. Motion to go into camera at 7:52 pm moved by Dallas Degenhardt – carried.
12. Motion to come out of camera at 8:00 pm moved by Stephen Dafoe – carried.
13. Motion to recommend Joly McCarthy & Dion for the 2015 – 2018 NLLS Audit moved by Steven Schafer – carried.
14. Adjournment at 8:01 pm moved by Dallas Degenhart – carried

15. Motion to approve the agenda as amended – Steven Schafer – carried.
16. Motion to approve the minutes of February 23, 2015 as presented – moved by Laurent Amyotte – carried.
17. Motion to approve the executive summary as presented – Stephen Dafoe – carried.
18. Motion to accept the recommendation to the board to release capital reserves of \$171,000.00 moved by Dianne Ross – carried
19. Motion to accept the LMAC report as information, moved by Stephen Dafoe - carried
20. Motion that the Executive would like to recommend to the board to increase the outside purchases up to 40% effective March 7, 2015 with guidelines to follow in September - moved by Stephen Dafoe.
21. Motion that book allotment committee prepare guidelines which will be sent to libraries for input with the intent for finalization at the September Board meeting – moved by Stephen Dafoe – carried.
22. Motion to take the annual reports to the NLLS Board for approval. Moved by Steven Schafer – carried
23. Motion to adjourn at 9:37 am – moved by Arnold Hanson – carried.
- 24.
25. Motion to approve the amended agenda – Wayne Bokenfohr - carried
 - a. Motion to add Jodi Arrowsmith to the safety deposit box #5 and to remove Brigitte Sakaluk from the safety deposit box #5. Moved by Dallas Degenhardt – carried.
 - b. Motion to remove Brigitte Sakaluk, Assistant Director as the online administrator for Servus Credit Union for Northern Lights Library System and to add Patricia Mathiot,

Executive Assistant as the online administrator for Northern Lights Library System – moved by Laurent Amyotte – carried

- c. Motion to remove the signing authorities of Brigitte Sakaluk, Assistant Director and Mircea Panciuk, Executive Director from the Servus Credit Union Accounts and to add Patricia Mathiot, Executive Assistant and Julie E. Walker, Bibliographic Services Consultant as signing authorities to the Servus Credit Union Accounts for Northern Lights Library System- moved by Laurent Amyotte – carried
 - d. Motion to remove Brigitte Sakaluk from the company credit card and to add Diane Babcock to the company credit card. Moved by Wayne Bokenfohr – carried
 - e. Motion to add Patrick Gordeyko as a board signing authority to the NLLS bank accounts at the Servus Credit Union– moved by Greg Barr – carried.
26. Motion to approve the Executive Committee minutes of March 7, 2015 – moved by Pat Gordeyko – carried.
 27. Motion to approve the board meeting minutes of March 7, 2015 moved by Stephen Dafoe – carried.
 28. Motion to approve the board briefs as presented approved by Greg Barr – carried.
 29. In Camera – Motion to go into Camera at 5:30 pm – Wayne Bokenfohr – carried.
 30. Motion to come out of camera at 7:04 moved by Stephen Dafoe – carried.
 31. Motion to get PLSB to do an organizational review of NLLS and NLLS board as per the letter sent May 7, 2015 from Bonnie Gray - Moved by Vicky Lefebvre - carried
 32. Motion to authorize the chair to proceed with interim assistants for NLLS as per the in camera discussions – moved by Stephen Dafoe - carried.
 33. Motion to give the Chairman permission to contact the library managers to assist in the interim for NLLS moved by Dallas Degenhardt. – carried.
 34. Motion to defer the book allotment guidelines discussions to June 13th meeting moved by Stephen Dafoe – carried.
 35. Motion to hold the next Executive Committee meeting on June 13th at 10:00 am moved by Greg Barr – carried.
 36. Motion to approve the LMAC report as presented – moved by Stephen Dafoe – carried
 37. Motion to approve the financial report as presented – moved by Dallas Degenhart –carried
 38. Motion to accept the Chairman’s report as information – moved by Stephen Dafoe – carried.
 39. Motion to cover the \$75.00 for each of the outlets for Lac La Biche County Libraries and ACLM for this year and is subject to review yearly– moved by Stephen Dafoe – carried.
 40. Motion that Julie Walker will attend the committees that past Director sat on and will report back to the executive to carry back to the board moved by Wayne Bokenfohr –carried.
 41. Adjournment – Dallas adjourn at 7:58 pm.
 - 42.
 43. Motion to approve the agenda as amended
 44. Motion to approve the minutes and executive summary as amended
 45. Motion to go into camera at 10:30 am
 46. Motion to come out of camera at 10:57 am
 47. Motion to recommend to the Board to approve the Executives recommendation to contract a recruiting firm to find suitable candidates for the position of Executive Director. The fee is not to exceed 25% for the Executive Directors Salary. Moved by Pat Gordeyko –carried.

48. Motion to appoint Julie Walker as an interim FOIP Coordinator. Moved by Dallas Degenhardt – carried.
49. Motion that the Executive have IT to instruct staff how to use blind carbon copy on all group and mass emails to provide best practise with respect to FOIP legislation. Moved by Stephen Dafoe –carried.
50. Motion to appoint Patricia Mathiot as an interim Financial Officer for Northern Lights Library System moved by Wayne Bokenfohr – carried.
51. Motion to have departments begin budget process by looking at upcoming needs and potential efficiencies in preparation for both budget process and organizational review. Moved by Stephen Dafoe –carried.
 - a. Motion that all department heads attend all Executive Committee meetings from this point on. Moved by Dianne Ross – carried.
52. Motion to approve the financial report as presented moved by Dallas Degenhardt – carried.
53. Motion to appoint Julie Walker as interim Executive Director effective June 13, 2015 moved by Steven Schafer – carried.
54. Motion to accept the Chairman’s report for information moved by Dallas Degenhardt – carried
55. Motion to approve the agenda as amended – Wayne Bokenfohr – carried.
56. Motion to approve the Executive Committee minutes of June 13th as amended – Stephen Dafoe – carried
57. Motion to accept as information moved by Stephen Dafoe – carried. (library secondment)
58. Motion - a. the 2014 and 15 budget be sent to the executive committee for review, b. have the departments prepare a list of needs and reductions for the 2016 budget, c. Budget committee review, d. budget committee to meet and discuss the budget, e. the budget will be reviewed quarterly or semi-annually moved by Stephen Dafoe – carried.
59. Motion to accept the financial report as information moved by Wayne Bokenfohr – carried
60. Motion to accept as information – Stephen Dafoe – carried
61. Motion to move acceptance of the LMAC report – Dallas Degenhardt – carried
62. Motion to accept the interim Directors report – Dianne Ross - Carried
63. Motion to go in to camera at 7:33 moved by Wayne Bokenfohr – carried.
64. Motion to come out of camera at 8:53 moved by Dallas Degenhardt – carried.
65. Motion to re-affirm that Julie Walker is the interim Director moved by Vicky Lefebvre – carried.
66. Motion to separate HR from payroll files moved by Wayne Bokenfohr –carried.
67. Motion to secure cabinets and have a lock box with codes for HR and all keys are to remain in the building in accordance with best practises moved by Steven Schafer – carried.
68. Motion to hire Toni May at \$25.00 per hour after background checks are made moved by Laurent Amyotte – carried.
69. Motion to pay Maureen Penn a consultant fee of \$35.00 per hour on behalf of her time spent for NLLS – moved by Dallas Degenhardt – carried.
70. Motion to nominate a Dallas Degenhardt(1), Wayne Bokenfohr(2), Steven Schafer(3) as an alternate for the interview process in case one individual of the three cannot attend – moved by Greg Barr.

71. Motion from the in camera session discussion that the acting director get paid an extra \$10.00 fee to her wage in the acting director role effective September 1, 2015. Moved by Dallas Degenhardt – carried.
72. Adjournment – motion to adjourn at 9:03 pm moved by Pat Gordeyko – carried.
73. Motion to approve the Aug 17 Executive Committee minutes moved by Dallas Degenhardt – carried.
74. Motion to approve the September 12 Executive Committee meeting notes – moved by Stephen Dafoe – carried.
75. Motion to accept the proposed budget with the suggested changes and summary noted and forward to the NLLS Board. Moved by Dallas Degenhardt – carried.
76. Motion to accept the financial report as presented – Patrick Gordeyko – carried.
77. Motion to use the money from the server project to train the NLLS Network Analysts – moved by Dallas Degenhardt – carried.
78. Motion to approve the interim Directors report moved by Dallas Degenhardt- carried. Motion to go into camera at 7:32 pm moved by Wayne Bokenfohr – carried
79. Motion to come out of camera at 8:22 pm moved by Laurent Amyotte
80. Motion to pay NLLS staff a 1.5% bonus for recognition of work done while in transition from May 1 – December 31, 2015 moved by Vicky Lefebvre – carried
81. Motion to adjourn at 8:25 pm moved by Dallas Degenhardt – carried.
82. add in camera, professional development – moved by Pat Gordeyko – carried.
83. Motion to go in camera at 8:31 am. – Moved by Dallas Degenhardt – carried
84. Motion to come out of camera at 9:05 am. Moved by Greg Barr – carried
85. Motion to send a letter of offer to the new Executive Director – moved by Greg Barr - carried
86. Motion to accept the minutes of October 19th as presented – Laurent Amyotte – carried.
87. Motion to approve the financial report as reported – moved by Dallas Degenhart – carried
88. Motion to move the budget as amended and present to the NLLS Board– Dallas Degenhart – carried
89. Motion to have December 25 - Dec 31, 2015 and Jan 1, 2016 as paid days for NLLS staff moved by Wayne Bokenfohr – carried
90. Motion to go forward with a staggered start for the RFD– moved by Wayne Bokenfohr – carried
91. Motion to approve the purchase of the ProMaster van moved by Laurent Amyotte – carried.
92. Motion to purchase the commercial fridge as per the quote received. Moved by Laurent Amyotte – carried
93. Motion to adjourn the meeting at 10:03 am moved by Dallas Degenhardt – carried.
94. Motion for nominations cease – Laurent Amyotte –carried
95. Motion to give gift cards to the NLLS staff moved by Gregg Barr – carried – 2 opposed
96. Motion to adjourn the meeting at 2:47 pm moved by Greg Barr – carried
97. motion to approve the agenda as amended moved by Wayne Bokenfohr – carried
98. Motion to approve the minutes of November 7, 2015 moved by Laurent Amyotte – carried
99. Motion to approve the financial report as presented moved by Greg Barr, 2nd Wayne Bokenfohr – carried
100. Motion to accept the Director's report moved by Pat Gordeyko, 2nd Laurent Amyotte – carried

101. **Motion to move credit cards to the RBC Avion card with a limit of \$50,000.00. With a fee of \$120.00 for the first card and \$50.00 for each additional card up to a limit of 5 cards in total. Moved by Greg Barr –carried.**
102. **motion to go into camera at 6:15 pm – moved by Wayne Bokenfohr – carried. Motion to come out of camera at 6:37 moved by Pat Gordeyko – carried**
103. **Motion to have the Chairman draft a letter with the Director that NLLS is aware of the Public Services issues moved by Greg Barr, 2nd Jim Cheverie – carried.**
104. **Motion to adjourn at 6:53 pm moved by Wayne Bokenfohr – carried.**