



Executive Committee Agenda
April 10, 2017
2:00 p.m.

1. Call to Order
2. Additions to Agenda
3. Approval of Minutes from February 11, 2017
4. LMC Report
5. Executive Director's report
6. Chairman's Report
7. Adjournment

Next meeting will be held:
May 13, 2017 at 8:00 a.m.

**Executive Committee Meeting
April 10, 2017
Meeting Minutes**

Present: Stephen Dafoe, Arnold Hanson, Vicky Lefebvre, Jim Cheverie, Laurent Amyotte, Ferd Caron

Regrets: Dianne Ross, Warren Griffin, Joan Green, Linda Russnak

Guest: Amber Fehr

Staff: Julie Walker, Kelly McGrath, Terri Hampson, Colette Poitras, Heather Elliott

1. Meeting called to order at 2:20 p.m.
2. Additions to Agenda – 15 & 16 - **Motion to approve amended agenda – Arnold Hanson – Carried.**
3. Minutes of February 11 – **Motion to approve the Executive minutes of February 11, 2017 as presented – Ferd Caron – Carried.**
4. LMC Report - **Motion to accept LMC Report as information – Vicky Lefebvre – Carried.**
5. **Motion to go into camera – 2:30; motion to come out of camera 3:05**
 - a. **Motion of items discussed in camera – Arnold Hanson – Carried.**
 - b. **Motion to disband the Executive Director evaluation committee – Laurent Amyotte – Carried.**
6. Executive Director's Report
 - Bibliographic Services Operational Policy to be presented as information to the board meeting. Append to current NLLS policies.
 - IT providers – considering options.
 - IUG (Innovative User Group) Polaris – Executive Director and Managers attended this conference.
 - Julie Walker – My Library App
 - Kelly McGrath – Leap and wireless scanner, lower cost tablets
 - Heather Elliott – Conversations, tips, negotiations, communication for support you need
 - Colette Poitras – New and upcoming for end user functionality/digitization information
 - TAL – The Alberta Library
 - New Websites template/designs for our libraries with Townlife (May)
 - Schools moving towards Learning Commons
 - Colette has received the Movers & Shakers 2017-Community Builders award
 - Blanket exercise – **Motion to investigate this exercise for staff and Executive Committee – Arnold Hanson – Carried.**
 - Motion to accept Executive Directors' report as information – Arnold Hanson – Carried.**
7. Chairman's Report
8. Sturgeon County Funding Model
 - **Motion that administration supply Sturgeon County with how book allotment is broken down – Ferd Caron – Carried.**

9. NLLS Staff at Executive Meetings
 - Staff members attending vs. being added to agenda
 - Input by staff to be put on the agenda going forward
10. NLLS Staff at Board Meetings/Protocol
 - Board members not sitting at the main table.
 - Look at better seating arrangements and overall use of room.
11. Standard Meeting Dates and Cancellations
 - Julie and Stephen to look at the calendar for additional EC meetings.
 - Professional Development for Executive Committee and Board.
12. ALC and Jasper re-imbursement for Executive
Motion for NLLS to pay for ALC Conference Registration for the County of St. Paul Library Board delegate – Jim Cheverie – Carried.
13. Net Gain on 2016 Budget
 - PD and Reserve expenditures.
 - Motion to have administration explain to the Board about the reserve funds and the net gain and the process to create a reserve process – Jim Cheverie – Carried.**
14. Learning Commons (School-housed Public Libraries)
 - How does NLLS become a vocal stakeholder with these shared services changes?
 - Motion to accept as information and draft letter for review by the Executive Committee – Ferd Caron – Carried.**
15. Infrastructure Budget Allocation from Municipal Affairs
Motion to have administration to provide clarification on what was spent from 2007 to current on general building maintenance – Arnold Hanson – Carried.
16. Saskatchewan – Reciprocal agreement
 - **Motion to have administration research and development a plan to continue the reciprocal agreement with the Saskatchewan Library System – Ferd Caron – Carried.**
17. Adjournment – 5:30 p.m.