



Northern Lights Library System  
Board Meeting  
February 29, 2020  
Approved Meeting minutes

**Present**

Amyotte, Laurent & Fodness, Maxine (alt.) - County of St. Paul  
Anheliger, Jennifer & Dafoe, Stephen (alt.) - Town of Morinville  
Bruce, Barry - Beaver County  
Diduck, David - Lamont County  
Foley, Bob - Town of Wainwright  
Griffin, Warren - Athabasca County (Vice-Chair)  
Jubenville, Marc - M.D. of Bonnyville  
Krahulec, Julie - Village of Waskatenau  
Lukinuk, Craig - Smoky Lake County  
McLuckie, Jill (via ZOOM) - Village of Mannville  
Millante, Jaycinth - Town of Gibbons  
Noel, Norm & deMoissac, Tyson (alt.) - Town of St. Paul  
Oudshoorn, Will - Village of Innisfree  
Rajoo, Sonny - Town of Two Hills  
Saskiw, Dianne - County of Two Hills  
Smith, Barbara - Village of Boyle  
Storoschuk, Lorna - Town of Bonnyville  
Tiedemann, Larry - S.V. of Mewatha Beach

Andersen, Ryley (alt.) - M.D. of Wainwright  
Brown, Cathy - Town of Toffield  
Coubrough, Doug - Village of Irma  
Dorosh, Les - Town of Redwater  
Frank, Daryl - Village of Kitscoty  
Heslin, Cyndy - Village of Ryley  
Konieczny, Roger (alt.) - County of Minburn  
Lefebvre, Vicky - City of Cold Lake (Chair)  
Marusiak, Steven (alt.) - Village of Holden  
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  
Shaw, Karen - Sturgeon County  
Stelmaschuk, Jason - County of Vermilion River  
Thompson, Justin - Town of Vermilion

**Regrets**

Arnold, Mary - Village of Paradise Valley  
Binder, Duncan - S.V. of Island Lake  
Harvey, Al - Town of Lamont  
Lupul, Sheila - Village of Andrew

Berry, David - Town of Vegreville  
Gramlich, Val - Village of Chauvin  
Lawrence, Tara - Village of Marwayne  
Sabo, Lillian - Town of Mundare

**Absent**

Acres, Judy - Town of Viking  
Cherniwchan, Tannia - Town of Athabasca  
Hursin, Amelia (Myn) - S.V. of West Baptiste  
May, Tanya - Town of Bon Accord  
Smith, Ina - S.V. of Pelican Narrows  
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach

Beniuk, Darlene - Lac La Biche County  
Filipchuk, Richard - Thorhild County  
Irving, Dennis - S.V. of Whispering Hills  
Romanko, Don - Village of Vilna  
Tarrant, Thomas - S.V. Island Lake South

**Guests**

Anheliger, Jennifer - ALTA Rep.  
DeSousa, Jordan & Anderson, Kerry - PLSB

Dahlgren, Jodi - LMC

**Staff**

Hampson, Terri - Finance Officer  
McGrath, Kelly - I.T. Manager  
Scott, Anna - Public Services Manager  
Walker, Julie - Executive Director

Knifton, Amy - Bibliographic Manager  
Paradis, Tracy - Administrative Assistant/Recording Secretary

1. Call to order – Meeting called to order at 10:01 a.m.
2. Introductions
3. Acknowledge of Treaty 6 and Land of the Metis  
- Vicky Lefebvre
4. Adoption of Agenda  
- move 6.4 Auditor's Report to 6.1  
- add 6.7 Annual Reports (Myrnam, Edmonton Garrison, NLLS)

**APPENDIX I**

**2020/02/29-01 Motion to accept the amended agenda – Karen Shaw – carried**

**APPENDIX II**

5. Minutes of November 23, 2019  
**2020/02/29-02 Motion to approve the minutes of November 23, 2019 – Jason Stelmaschuk – carried**

6. For information

1. Auditor's Report (Jeff Alliston, Metrix Group)

APPENDIX III

**2020/02/29-03 Motion to accept Auditor's Report – Cyndy Heslin – carried**

2. PLSB Report – Jordan DeSousa/Kerry Anderson

APPENDIX IV

- stable provincial funding for libraries and libraries systems
- ILL – OCLC Relais replaces VDX
- Government courier – government courier coming to an end, only 11 delivery nodes will remain on government courier (NLLS is included); fully implemented by October 2020
- Board Basics Workshops – Lamont Saturday, March 14; Red Deer Saturday, March 21; geared towards municipalities
- NLLS Plan of Service due at the end of this year; will be happy to support us in completing
- will do one-on-one board orientations, which is more personal
- will be accepting 2019/2020 nominees, so libraries will not have to reapply for 2019; although they will be unable to compensate the cost of attendance to ALC

**2020/02/29-04 Motion to accept PLSB Report as information – Debra McQuinn - carried**

3. LMC Report – Jodi Dahlgren

APPENDIX V

- Vicky to review the LMC 9-page report and follow up

**2020/02/29-05 Motion to accept the LMC report as information – Will Oudshoorn – carried**

4. ALTA Report – Jennifer Anheliger

APPENDIX VI

- Trustee handbook is ready to go, will be available only as a PDF on the website
- nomination forms available for ALTA awards, to be presented at ALC in Jasper

**2020/02/29-06 Motion to accept the ALTA Report as information – Les Dorosh – carried**

5. Executive Director Report – Julie Walker

APPENDIX VII

- need to set up a Plan of Service Committee (one person from each zone); an email for consideration will be sent out requesting an interest
- due to cancellation of government courier NLLS requires another van for delivery
- request by the floor to provide a business case in future, prior to being asked to vote on purchase items
- ILL - PLSB reps were made aware of costs to our system from cancelling government courier (est. \$167,000)  
question from the floor – PLSB felt 6 months notice was sufficient time for the cancellation of service, when queried about timelines (when mentioned timelines were tight for planning and only the 11 nodes will be continuing until October). They hope to have a best practice out in May with new model to identify and assist.
- Relais - when asked why directors made decisions to not use different work around for Relais, it was confirmed by PLSB that it would require all patron records (approx. 337,000) to be manually uploaded into the program. We still have the ability to work with our own, in our consortium (requests for the University to go to PLSB).

**2020/02/29-07 Motion for Northern Lights Library System to purchase a new delivery van up to a value of \$40,000 – Lorna Storoschuk - carried**

**2020/02/29-08 Motion to accept the Executive Director Report as information – Barbara Smith – carried**



6. Board Chair Report – Vicky Lefebvre

APPENDIX VIII

- future board meeting dates: May 23, 2020 (AGM); August 29, 2020; November 28, 2020 and February 27, 2021
- will email out

**2020/02/29-09 Motion to accept the Board Chair Report as information – Karen Shaw – carried**

7. Annual Reports

APPENDIX IX

**2020/02/29-10 Motion to accept NLLS Annual Report – Cyndy Heslin – carried**

**2020/02/29-11 Motion to accept Myrnam Annual Report – Norm Noel – carried**

**2020/02/29-12 Motion to accept Edmonton Garrison Annual Report – Justin Thompson – carried**

8. Adjournment

**2020/02/29-13 Motion to adjourn at 11:46 a.m. – Barbara Smith – carried**

Next regular Board Meeting and AGM May 23, 2020 at 10:00 a.m.

Zones 2 and 4 will need to be ready to have new representatives elected at the next meeting.

An email reminder will be sent to members of the zones.



**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

**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

**Guests**

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

**Staff**

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

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

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

Dahlgren, Jodi - LMC  
Pauls, Stuart - Librarian

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 3<sup>rd</sup> 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.

**Northern Lights Library System Board**  
**Regular Meeting**  
Northern Lights Library System  
Via Zoom  
10:00 AM Friday August 21, 2020

**AGENDA**

**Mission: Working together to provide efficient, effective and exceptional library services.**

- 10:00 AM
1. Call to order
  2. Introductions/Quorum
  3. Acknowledge of Treaty 6 and Land of the Metis:  
Northern Lights Library System respectfully acknowledges that the land on which we gather is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Cree, Saulteaux, Niitsitapi (Blackfoot), Métis, and Nakota Sioux Peoples.
  4. Adoption of Agenda
  5. Minutes of the May 23, 2020 NLLS Board meeting
  6. For Information
    - 6.1. PLSB report – Jordan DeSousa
    - 6.2. Library Managers Council Report – Jodi Dahlgren
    - 6.3. ALTA report – Jen Anheliger
    - 6.4. Financials – Terri Hampson
    - 6.5. Proposed 2021 Budget Presentation – Larry Tiedemann
    - 6.6. Executive Director’s Report - Julie Walker
    - 6.7. Chairman’s Report – Vicky Lefebvre
    - 6.8. Elections
    - 6.9. Policy Submission – Warren Griffin
    - 6.10. Plan of Service Questionnaire – Cindy Heslin
    - 6.11. Adjournment

The next regular board meeting will be held on \_\_\_\_\_ at 10:00 a.m.



**Northern Lights Library System Board**  
**Regular Board Meeting**  
Northern Lights Library System Via Zoom  
5615 - 48 Street, Elk Point, AB  
10:00 AM Friday Aug 21, 2020  
**Meeting Minutes**

**Present via Zoom**

Amyotte, Laurent- County of St. Paul  
Fodness, Maxine (Alt) - County of St. Paul  
Acres, Judy - Town of Viking  
Bruce, Barry - Beaver County  
Shaw, Karen - Sturgeon County  
Frank, Daryl - Village of Kitscoty  
Griffin, Warren - Athabasca County (Vice-Chair)  
Swigart, Dana - 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  
Anheliger, Jennifer – Town of Morinville/Alta Rep  
Dafoe, Stephen – (Alt) Town of Morinville  
Saskiw, Dianne - County of Two Hills  
May, Tanya - Town of Bon Accord

Foley, Bob - Town of Wainwright  
Smith, Barbara - Village of Boyle  
Brown, Cathy - Town of Tofield  
Coubrough, Doug - Village of Irma  
McRae, David - 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  
Kaban, Melody – (Alt) Town of Smoky Lake  
Olechow, Wayne - Town of Bruderheim  
Gramlich, Val - Village of Chauvin  
Beniuk, Darlene - Lac La Biche County  
Rudolf, Donna - Village of Myrnam  
Storoschuk, Lorna - Town of Bonnyville  
Cherniwchan, Tannia - Town of Athabasca

**Present Via Zoom by Phone**

Tiedemann, Larry - S.V. of Mewatha Beach

**Absent**

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  
Noel, Norm - Town of St. Paul  
Binder, Duncan - S.V. of Island Lake  
Diduck, David - Lamont 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  
Krahulec, Julie - Village of Waskatenau  
Harvey, Al - Town of Lamont  
Reid, Tom - Village of Edgerton  
Morton, Melody - Town of Smoky Lake

**Staff**

Walker, Julie - Executive Director  
Kelly McGrath – IT Manager  
Hampson, Terri – Bibs Service/Finance Mgr/Recording Secretary  
Scott, Anna - Public Services Manager

**Guests**

Dahlgren, Jodi - LMC

1. Call to order via Zoom – Meeting called to order at 10:07am.
2. Introductions/Quorum confirmed.
3. Acknowledge of Treaty 6 and Land of the Metis – Vicky Lefebvre
4. Adoption of Agenda –
  - REMOVAL 6.1 PLSB Report

**2020/08/21 -M1 – Debra McQuinn motions to accept the Agenda as amended - carried.**

5. Minutes of May 23, 2020

**2020/08/21 -M2 Barbara Smith motions to accept the Minutes of May 12, 2020 – carried**

6. For Information

- 6.1. Library Managers Council Report – Jodi Dahlgren

**2020/08/21 -M3 Wil Oudshoorn motions to accept the LMC report as presented -carried**

6.2. ALTA report – Jen Anheliger

**2020/08/21 -M4 Lorna Storoschuk motions to accept the ALTA report as presented – carried**

6.3. Financials – Terri Hampson

**2020/08/21 -M5 Jill McLuckie motions to accept the Financial report as presented -carried**

6.4. Proposed 2021 Budget Presentation – Larry Tiedemann

- Presenting zero % increase to levy including no cola increase for staff
- This also includes not funding reserves for 2021

**2020/08/21 -M6 Cyndy Heslin motions to accept the Financial report as presented -carried**

6.5. Executive Director’s Report - Julie Walker

**2020/08/21 -M7 Barbara Smith motions to accept the Executive Director’s report as presented – carried**

6.6. Chairman’s Report – Vicky Lefebvre

- Will continue to do Municipal meetings as requested done via Zoom

6.7. Elections

#### **EXECUTIVE COMMITTEE POSITIONS**

##### **Zone 2 Rep:**

Debra McQuinn – Town of Elk Point

Laurent Amyotte – County of St. Paul

**2020/08/21 -M8 Lorna Storoschuk motions to close nominations.**

Nominees spoke

Voting results: Debra McQuinn

##### **Zone 4 Rep:**

Jill McLuckie – Village of Mannville

Justin Thompson – Town Vermilion

**2020/08/21 -M9 Karen Shaw motions to close nominations, all in favor, motion carried.**

Nominees spoke

Voting results: Jill McLuckie – Village of Mannville

##### **Member at Large #2:**

Barbara Smith – Village of Boyle

Justin Thompson – Town of Vermilion

Laurent Amyotte – County of St. Paul

**2020/08/21 -M10 David McRae motions to close nominations, all in favor, motion carried.**

Nominees spoke

Voting results: Laurent Amyotte – County of St. Paul

##### **Member at Large #3:**

Barbara Smith – Village of Boyle

Justin Thompson – Town of Vermilion

Jenn Anheliger – Town of Morinville

**2020/08/21 -M11 Lorna Storoschuk motions to close nominations, all in favor, motion carried.**

Nominees spoke

Voting results: Barbara Smith – Village of Boyle

Note: Alternates cannot run for committees but are welcome to attend any public meetings without participation or voting rights. Will check if this point is made in the upcoming Procedural Policy from the lawyer.

Grievance Committee – 5 members

Zone 1 – Barbara Smith (Alt Larry)

Zone 2 – Darlene Beniuk

Zone 3 – Wayne Olechow

Zone 4 – Jill McLuckie

5<sup>th</sup> Member – Vice Chair

Budget Committee – 5 members

Zone 1 -Larry Tiedemann

2 – Lorna Storoschuk

Zone 3 – Cyndy Heslin

Zone 4 – Justin Thompson

**2020/08/21 -M12 Craig Lukinuk motions to close nominations, all in favor, motion carried.**

5<sup>th</sup> Member – Laurent Amyotte

Building Committee – 5 members

Zone 1 – Craig Lukinuk

Zone 2 – Laurent Amyotte

Zone 3 – Karen Shaw

Zone 4 – David Berry

**2020/08/21 -M13 Laurent Amyotte motions to close nominations, all in favor, motion carried**

5<sup>th</sup> Member – Jill McLuckie

Policy Committee – 5 members

Zone 1 – Barb Smith

Zone 2 – Debra McQuinn

Zone 3 – Karen Shaw

Zone 4 – Will Oudshoorn

**2020/08/21 -M14 Cyndy Heslin motions to close nominations, all in favor, motion carried**

5<sup>th</sup> Member – Warren Griffin

Advocacy Committee – 5 members

Zone 1 – Larry Tiedemann

Zone 2 – Dianne Saskiw

Zone 3 – Cathy Brown

Zone 4 – Justin Thompson

**2020/08/21 -M15 Will Oudshoorn motions to close nominations, all in favor, motion carried**

5<sup>th</sup> Member – Elaine SoroChan

6.8 Policy Submission – Warren Griffin

Sec 1, 1M Sick/Personal Days and Short-Term Disability

**2020/08/21 -M16 Cyndy Heslin motions to accept Sec 1, 1M Sick/Personal Days and Short-Term Disability policy as presented – carried**

Sec 1, 2B Workplace Alone

**2020/08/21 -M17 David McRae motions to accept Sec 1, 2B Workplace Alone policy as presented – carried**

Sec 1, 2D Pandemic Situation

**2020/08/21 -M18 Jill McLuckie motions to accept Sec 1, 2D Pandemic Situation as presented – carried**

Sec 1, 3A Code of Ethics

**2020/08/21 -M19 Barbara Smith motions to accept Sec 1, 3A Code of Ethics policy as presented – carried**

Sec 1, 3L Social Media - Internal

**2020/08/21 -M20 Jill McLuckie motions to accept Sec 1, 3L Social Media – Internal policy as presented – carried**

Sec 1, 3S Workplace Violence and Harassment

**2020/08/21 -M21 Laurent Amyotte motions to accept Sec 1, 3S Workplace Violence and Harassment policy as presented – carried**

Sec 1, 3V Communication Protocol Library Manager

**2020/08/21 -M22 Craig Lukinuk motions to accept Sec 1, 3V Communication Protocol Library Manager policy as presented – carried**

Sec 2, 1B Governance

**2020/08/21 -M23 David Berry motions to accept Sec 2, 1B Governance policy as presented – carried**

Sec 2, 1O Election of Executive Committee

**2020/08/21 -M24 Jill McLuckie motions to accept Sec 2, 1O Election of Executive Committee policy as amended - carried**

Sec 3, 1I Request for Purchase

**2020/08/21 -M25 David McRae motions to accept Sec 3, 1I Request for Purchase policy as presented – carried**

Sec 3, 1N NLLS Funding Overview

**2020/08/21 -M26 Melody Kaban motions to accept Sec 3, 1N NLLS Funding Overview policy as amended – carried**

Sec 4, 1D Social Media - External

**2020/08/21 -M27 Barbara Smith motions to accept Sec 4, 1D Social Media – External policy as presented – carried**

6.8. Plan of Service Questionnaire

6.9. Adjournment 12:50pm

The next regular board meeting – Doodle poll to be sent

**Northern Lights Library System Board**  
**Regular Board Meeting**  
Northern Lights Library System Via Zoom  
5615 - 48 Street, Elk Point, AB  
10:00 AM Friday Nov 20, 2020  
**Meeting Minutes**

**Present via Zoom**

Amyotte, Laurent- County of St. Paul  
Fodness, Maxine (Alt) - County of St. Paul  
Acres, Judy - Town of Viking  
Bruce, Barry - Beaver County  
Shaw, Karen - Sturgeon 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  
Schueler, Judy - Town of Bruderheim  
Berry, Loraine - Town of Gibbons  
Arnold, Mary - Village of Paradise Valley  
Oudshoorn, Will - Village of Innisfree  
Anheliger, Jennifer – Town of Morinville/Alta Rep  
Dafoe, Stephen – (Alt) Town of Morinville  
Saskiw, Dianne - County of Two Hills  
May, Tanya - Town of Bon Accord  
Noel, Norm - Town of St. Paul  
Smith, Ina - S.V. of Pelican Narrows  
Reid, Tom - Village of Edgerton  
Valleau, Phil – MD of Wainwright

Foley, Bob - Town of Wainwright  
Smith, Barbara - Village of Boyle  
Brown, Cathy - Town of Tofield  
Coubrough, Doug - Village of Irma  
McRae, David (Alt) - Town of Redwater  
Dorosh, Les – Town of Rewater  
Heslin, Cyndy - Village of Ryley  
Kayban, Melody (Alt) - Town of Smoky Lake  
Berry, David - Town of Vegreville  
Sabo, Lillian - Town of Mundare  
McQuinn, Debra - Town of Elk Point  
Diduck, David - Lamont County  
Lupul, Sheila - Village of Andrew  
Gramlich, Val - Village of Chauvin  
Kowalski, Mathew (Alt) – Village of Ryley  
Rudolf, Donna - Village of Myrnam  
Storoschuk, Lorna - Town of Bonnyville  
Cherniwchan, Tannia - Town of Athabasca  
Stelmaschuk, Jason - County of Vermilion River  
Sorochan, Elaine – Town of Two Hills  
Harvey, Al - Town of Lamont  
Raine, Ashley – Village of Marwayne

**Present Via Zoom by Phone**

Bielesch, Shantell (Alt) – Village of Mannville  
Beniuk, Darlene - Lac La Biche County

McLuckie, Jill - Village of Mannville  
Thompson, Justin - Town of Vermilion

**Absent**

Filipchuk, Richard - Thorhild County  
Hursin, Amelia (Myn) - S.V. of West Baptiste  
Romanko, Don - Village of Vilna  
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach  
Binder, Duncan - S.V. of Island Lake

Krahulec, Julie - Village of Waskatenau  
Irving, Dennis - S.V. of Whispering Hills  
Tarrant, Thomas - S.V. Island Lake South  
Lawrence, Tara - Village of Marwayne  
Tiedemann, Larry - S.V. of Mewatha Beach

**Staff**

Hampson, Terri - Interim Director/Recording Secretary  
Kelly McGrath – IT Manager  
Elliott, Heather - Marketing Manager

**Guests**

Dahlgren, Jodi - LMC  
DeSousa, Jordan - PLSB  
Woloshyniuk, Tracy - ANE

1. Call to order via Zoom – Meeting called to order at 10:07 am.
2. Introductions/Quorum confirmed.
3. Acknowledge of Treaty 6 and Land of the Metis – Vicky Lefebvre
4. Adoption of Agenda –

**2020/11/20 -M1- Lorna Storoschuk motions to accept the Agenda as amended - carried**

5. Minutes of Aug 21, 2020

**2020/11/20 -M2 -Karen Shaw motions to accept the Minutes of Aug 21, 2020 – carried**

6. For Information

- 6.1. PLSB Report – Jordan DeSousa

**2020/11/2020 – M3 -Barbara Smith motions to accept the PLSB Verbal report as presented – carried**

6.2. Library Managers Council Report – Jodi Dahlgren

**2020/11/2020 – M4 –Melody Kaban motions to accept the LMC report as presented - carried**

6.3. ALTA report – Jen Anheliger

**2020/11/20 -M5 Les Dorosh motions to accept the ALTA report as presented – carried**

6.4. Financials – Terri Hampson

**2020/11/20 -M6 Will Oudshoorn motions to accept the Financial report as presented -carried**

**2020/11/20- M7 David Berry Motions to accept the 2021 Budget as distributed and approved – carried**

6.5. Chairman’s Report – Vicky Lefebvre

**2020/11/20 – M8- Debra McQuinn motions to accept the NLLS Chair Report as presented – carried**

6.6. Interim Director Report – Terri Hampson

- Including other department reports

**2020/11/20 -M9- Cyndy Heslin motions to accept the Interim Directors report as presented -carried**

6.7. Organizational Review Updated – Vicky Lefebvre

**2020/11/20 – M10-Loraine Berry motions to accept the Organizational review as presented – carried**

6.8. Future General Board Meeting – Vicky Lefebvre

- Fri or Sat poll

**2020/11/20 – M11- Justin Thompson motions the General Board Meeting be held on Friday’s for all 2021 scheduled dates – carried**

6.9. Plan of Service Committee Update – Cyndy Heslin

**2020/11/20 – M12- Daryl Frank motions to accept the 2021-2013 Plan of Service for NLLS – carried**

6.10. Mentorship Discussion: Trustee Mentorship volunteers: Vicky Lefebvre, Barbara Smith, Larry Tiedemann. For those other trustees willing to put their name forward please send email to Terri Hampson.

6.11. Election for Member at Large #2 Position for the Executive Committee

**Member at Large #2:**

Jenn Anheliger – Morinville – self nomination

Warren Griffin nominates Will Oudshoorn from Village of Innisfree, accepts

Justin Thompson – Vermilion – self nomination

**2020/11/20 -M13-Cyndy Heslin motions to close nominations, all in favor, motion carried.**

Nominees spoke

Voting results: Jenn Anheliger has been voted in.

Poll results, Text and Paper noted votes were deleted/destroyed.

6.11. Frog Lake Library Board - update

6.12. NLLS Video

6.13. USB Board Member Orientation – Vicky Lefebvre

6.14. In Camera - Personnel

**2020/11/20- M14 - Tom Reid motions to go into camera at 11:54, all in favor, motion carried.**

**2020/11/20- M15 – Will Oudshoorn motions to come out of camera at 11:57am, all in favor, motion carried.**

The next regular board meeting: Friday February 26, 2021 at 10:00am

7. Adjournment

**2020/11/20- M16 – Doug Coubrough motions to adjourn the meeting at 12:01pm, all in favor, motion carried.**