

Northern Lights Library System Board

Regular Board Meeting

Via Zoom

5615 - 48 Street, Elk Point, AB

10:00 AM Friday February 26, 2021

Meeting Minutes

Present via Zoom

Amyotte, Laurent- County of St. Paul
Harvey, Al - Town of Lamont
Acres, Judy - Town of Viking
Bruce, Barry - Beaver County
Shaw, Karen - Sturgeon County
Frank, Daryl - Village of Kitscoty
Griffin, Warren - Athabasca County (Vice-Chair)
Jubenville, 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
Beniuk, Darlene - Lac La Biche County
Anheliger, Jennifer – Town of Morinville/Alta Rep
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

Present Via Zoom by Phone

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
Rainey, Ashley - Village of Marwayne
Dorosh, Les – Town of Redwater
Heslin, Cyndy - Village of Ryley
Thompson, Justin - Town of Vermilion
Berry, David - Town of Vegreville
Sabo, Lillian - Town of Mundare
McQuinn, Debra - Town of Elk Point
Filipchuk, Richard - Thorhild County
Lupul, Sheila - Village of Andrew
Gramlich, Val - Village of Chauvin
McLuckie, Jill, Village of Mannville
Storoschuk, Lorna - Town of Bonnyville
Kuzio, Tara – County of Minburn
Stelmaschuk, Jason - County of Vermilion River
Sorochan, Elaine – Town of Two Hills
Quinney, MaryJane – Frog Lake First Nations

Absent

Cherniwchan, Tannia - Town of Athabasca
Hursin, Amelia (Myn) - S.V. of West Baptiste
Romanko, Don - Village of Vilna
Tomaszyk, Ed - S.V. of Bondiss, Sunset Beach
Tiedemann, Larry - S.V. of Mewatha Beach

Krahulec, Julie - Village of Waskatenau
Irving, Dennis - S.V. of Whispering Hills
Tarrant, Thomas - S.V. Island Lake South
Binder, Duncan - S.V. of Island Lake
Rudolph, Donna – Village of Myrnam

Staff

MacDonald, James – Executive Director
McGrath, Kelly – IT Manager
Morris, Jessie – Public Services Manager
Terriss, Michelle – Public Services Consultant

Hampson, Terri – Finance Manager
Elliott, Heather - Marketing Manager
Knysh, Joanne – Public Services Consultant

Guests

Law, Margaret
Dahlgren, Jodi – LMC
Forst, Connie – ATOF Tofield Library
Bulmer, Kathy – ATHOM Thorhild Library
Dupris, Gary - Village of Myrnam

Alliston, Jeff - Metrix Group
Woloshyniuk, Tracy – ANE Newbrook Library
Pauls, Stuart – AVE Vermilion Library
Cramp, Isabelle – AMO Morinville Library

All of the board package documents are available on the website at: <https://www.nlls.ab.ca/board/board-meeting>

1. Call to order via Zoom – Meeting called to order at 10:03 am.
2. Introductions/Quorum confirmed.
3. Acknowledge of Treaty 6 and Land of the Metis – Vicky Lefebvre
4. Adoption of Agenda

M1- Les Dorosh motions to accept the Agenda as amended/presented, all in favor, motion carried.

5. General Board Meeting Minutes of November 20, 2020

M2 – Karen Shaw motions to accept the Minutes of November 20, 2021, all in favor, motion carried.

Justin Thompson joined the meeting at 10:15am

6. For Information

6.1. Auditor Report – Jeff Alliston

M3 – Barbara Smith motions to accept the Auditor report as presented, all in favor motion carried.

M4 - Debra McQuinn motions to approve the 2-year extension on current contract with Metrix, all in favor motion carried.

Cathy Brown joined the meeting at 10:27am.

6.2. PLSB Report – Jordan DeSousa

Sends regrets and states there should be another PLSB update coming soon.

6.3. Library Managers Council Report – Jodi Dahlgren

M5-David Berry motions for NLLS Administration to draft a support letter to have libraries moved to Stage 2 of Government of Alberta relaunch.

M6- Tom Reid motions to accept the LMC report as presented, all in favor motion carried.

6.4. Alberta Library Trustees Association (ALTA) report – Jen Anheliger

M7- Jill McLuckie motions to accept the ALTA report as presented, all in favor motion carried.

6.5. Financials – Terri Hampson

M8- Bernie Marko motions to accept the January Financial report as presented, all in favor motion carried.

6.6. Executive Director Report – James MacDonald

- Weekly reports
- Department reports

M9- Lorna Storoschuk motions to accept the NLLS Executive Director Report as presented, all in favor motion carried.

6.7. NLLS Board Chair Report – Vicky Lefebvre

M10- Elaine Sorochn motions to accept the NLLS Board Chair report as presented, all in favor motion carried.

Barbara Smith left the meeting at 11:00am

Barbara Smith returned to the meeting at 11:04 am

Will Oudshoorn joined the meeting at 11:24 am

Vicky Lefebvre called a 5-minute break at 11:25 am

Judy Schueler left the meeting at 11:26 am

Vicky Lefebvre resumed the meeting at 11:33 am

Organizational Review Updated – Margaret Law

M21- Loraine Berry motions to accept the Organizational review as presented, all in favor motion carried.

Al Harvey left the meeting at 12:01 pm

Lorna Storoschuk left the meeting at 12:02 pm

6.8. Save the Date - NLLS Virtual Conference May 27 & 28, 2021- James MacDonald
- Sponsorship Package

6.9. NLLS Board Treasurer position – Vicky Lefebvre

M22- Will Oudshoorn motions to dissolve the Budget Committee, all in favor, motion carried.

M23- Warren Griffin motions to authorize the Executive Committee to elect a Treasurer from within the Committee, all in favor, motion carried.

6.11. Policy Submission – Warren Griffin

Sec 1, 1B Compensation

M11 – Barbara Smith motions to approve Sec 1, 1B Compensation policy, all in favor, motion carried.

Sec 1, 1H Overtime

M12 – Craig Lukinuk motions to approve Sec 1, 1H Overtime policy, all in favor, motion carried.

Sec 1, 1R NLLS Company Vehicles & Equipment

M13 - Jill McLuckie motions to approve Sec 1, 1R NLLS Company Vehicles & Equipment policy, all in favor, motion carried.

Sec 1, 1V Police Information Record Check

M14 – Debra McQuinn motions to approve Sec 1, 1V Police Information Record Check policy, all in favor, motion carried.

Sec 1, 2E Work Remotely

M15 – Les Dorosh motions to approve Sec 1, 2E Work Remotely policy, all in favor, motion carried.

Sec 1, 2F Pets in the Workplace

M16–Barbara Smith motions to approve Sec 1, 2F Pets in the Workplace policy, all in favor, motion carried.

Sec 2, 1F Board Code of Ethics

M17 -Karen Shaw motions to approve Sec 2, 1F Board Code of Ethics policy, all in favor, motion carried.

Sec 2, 1H Committees of the Board – REMOVED from

PackageSec 3, 1G Budget

M18 – Marc Jubinville motions to approve Sec 3, 1G Budget Policy, all in favor, motion carried.

Building Committee Terms of Reference

M19 – Laurent Amyotte motions to approve Building Committee Terms of Reference policy, all in favor, motion carried.

NLLS Procedural Bylaw

M20 – Al Harvey motions to approve the NLLS Procedural Bylaw, all in favor, motion carried.

6.12. Thank you to Libraries for continuing to provide curbside service – Vicky Lefebvre

6.13. In Camera – if required

The next regular board meeting: Saturday May 29, 2021 at 10:00 am

7. Adjournment

M24 – Cyndy Heslin motions to adjourn the meeting at 12:17 pm, all in favor, motion carried.