

**Northern Lights Library System Board  
Regular Meeting**

Northern Lights Library System

Via Zoom

10:00 AM Friday, March 4, 2022

**Mission: Bringing the world to our communities by collaboratively providing efficient, effective, and exceptional library service.**

Attendance:

| <b>Municipality</b>                           | <b>Zone</b> | <b>Role</b>    | <b>Combined Name</b> | <b>Present</b> |
|---|-------------|----------------|----------------------|----------------|
| Athabasca County                              | Zone 1      | Representative | Kelly Chamzuk        | Present        |
| Island Lk/South/Sunset Beach/Whispering Hills | Zone 1      | Representative | Curtis Schoepp       | Present        |
| S.V. of Bondiss                               | Zone 1      | Representative | Edwin Tomaszuk       | Absent         |
| S.V. of Mewatha Beach                         | Zone 1      | Representative | Larry Tiedemann      | Present        |
| S.V. of West Baptiste                         | Zone 1      | Representative | Amelia (Myn) Hursin  | Absent         |
| Smoky Lake County                             | Zone 1      | Representative | Linda Fenerty        | Present        |
| Thorhild County                               | Zone 1      | Representative | Janine Paly          | Absent         |
| Town of Athabasca                             | Zone 1      | Representative | Edith Yuill          | Present        |
| Town of Smoky Lake                            | Zone 1      | Representative | Amy Cherniwchan      | Present        |
| Village of Boyle                              | Zone 1      | Representative | Barbara Smith        | Present        |
| Village of Vilna                              | Zone 1      | Representative | Leroy Kunyk          | Present        |
| Village of Waskatenau                         | Zone 1      | Representative | Tyson Berlinguette   | Present        |
| City of Cold Lake                             | Zone 2      | Representative | Vicky Lefebvre       | Present        |
| County of St. Paul                            | Zone 2      | Representative | Maxine Fodness       | Present        |
| County of St. Paul                            | Zone 2      | Alternate      | Ross Krekoski        | Present        |
| County of Two Hills                           | Zone 2      | Representative | Dianne Saskiw        | Present        |
| Fishing Lake                                  | Zone 2      | Representative |                      | Absent         |
| Frog Lake First Nation                        | Zone 2      | Representative | Glenda Bristow       | Absent         |
| Lac La Biche County                           | Zone 2      | Representative | Darlene Beniuk       | Present        |

|                                  |        |                |                     |         |
|----------------------------------|--------|----------------|---------------------|---------|
| <b>M.D. of Bonnyville</b>        | Zone 2 | Representative | Josh Crick          | Present |
| <b>Town of Bonnyville</b>        | Zone 2 | Representative | David Sharun        | Present |
| <b>Town of Bonnyville</b>        | Zone 2 | Alternate      | Neil Langridge      | Present |
| <b>Town of Elk Point</b>         | Zone 2 | Representative | Wanda Cochrane      | Present |
| <b>Town of St. Paul</b>          | Zone 2 | Representative | Norm Noel           | Present |
| <b>Town of St. Paul</b>          | Zone 2 | Alternate      | Sid Sood            | Present |
| <b>Town of Two Hills</b>         | Zone 2 | Representative | Keegan Thompson     | Absent  |
| <b>Village of Myrnam</b>         | Zone 2 | Representative | Donna Rudolf        | Present |
| <b>Beaver County</b>             | Zone 3 | Representative | Barry Bruce         | Present |
| <b>Lamont County</b>             | Zone 3 | Representative | Daniel Warawa       | Present |
| <b>Sturgeon County</b>           | Zone 3 | Representative | Matthew McLennan    | Present |
| <b>Town of Bon Accord</b>        | Zone 3 | Representative | Tanya May           | Present |
| <b>Town of Bruderheim</b>        | Zone 3 | Representative | Len Falardeau       | Absent  |
| <b>Town of Gibbons</b>           | Zone 3 | Representative | Loraine Berry       | Present |
| <b>Town of Lamont</b>            | Zone 3 | Representative | Colleen Holowaychuk | Present |
| <b>Town of Morinville</b>        | Zone 3 | Representative | Jennifer Anheliger  | Present |
| <b>Town of Morinville</b>        | Zone 3 | Alternate      | Stephen Dafoe       | Present |
| <b>Town of Mundare</b>           | Zone 3 | Representative | Eddie Sheppel       | Present |
| <b>Town of Redwater</b>          | Zone 3 | Representative | Dwayne Spicer       | Present |
| <b>Town of Tofield</b>           | Zone 3 | Representative | Harold Conquest     | Absent  |
| <b>Town of Viking</b>            | Zone 3 | Representative | Gary Hafso          | Absent  |
| <b>Village of Andrew</b>         | Zone 3 | Representative | Barry Goertz        | Absent  |
| <b>Village of Holden</b>         | Zone 3 | Representative | Travis Schiewe      | Present |
| <b>Village of Ryley</b>          | Zone 3 | Representative | Annette Short       | Present |
| <b>County of Minburn</b>         | Zone 4 | Representative | Joey Nafziger       | Present |
| <b>County of Vermilion River</b> | Zone 4 | Representative | Leslie Cusack       | Present |

|                                   |        |                |                   |         |
|-----------------------------------|--------|----------------|-------------------|---------|
| <b>M.D. of Wainwright</b>         | Zone 4 | Representative | Robin Leighton    | Present |
| <b>Town of Vegreville</b>         | Zone 4 | Representative | Taneen Rudyk      | Present |
| <b>Town of Vermilion</b>          | Zone 4 | Representative | Kirby Whitlock    | Present |
| <b>Town of Wainwright</b>         | Zone 4 | Representative | Rick Fountain     | Present |
| <b>Village of Chauvin</b>         | Zone 4 | Representative | Sheila Donally    | Present |
| <b>Village of Edgerton</b>        | Zone 4 | Representative | Jennifer Beattie  | Present |
| <b>Village of Innisfree</b>       | Zone 4 | Representative | Jennifer Johnson  | Present |
| <b>Village of Irma</b>            | Zone 4 | Representative | Brandon Parsons   | Present |
| <b>Village of Kitscoty</b>        | Zone 4 | Representative | Daryl Frank       | Absent  |
| <b>Village of Mannville</b>       | Zone 4 | Representative | Shantell Bielesch | Present |
| <b>Village of Marwayne</b>        | Zone 4 | Representative | Chris Neureuter   | Absent  |
| <b>Village of Paradise Valley</b> | Zone 4 | Representative | Mary Arnold       | Present |

- Representatives Present
- Representatives/Municipalities Absent
- Representatives/Municipalities Excused
- Alternates present with their Representatives
- Alternates filling in for their Representatives

Staff: James MacDonald (Executive Director), Terri Hampson (Operation & Finance Manager),  
Library Managers: Jodi Dahlgren (Wainwright)

10:00 AM 1. Call to order at 10:01am

2.2 Acknowledgement 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.*

3.2 Quorum –  
confirmed at 9:59am

4.2 Adoption of Agenda (Poll)

**M: Loraine Berry moved the adoption of the agenda  
Carried**

5.2 [Minutes of the November 2021](#) NLLS Board meeting (Poll)

**M: Dwayne Spicer moved to approve the minutes**  
**Carried**

6.2 For Information

6.1. Audit Report – Jeff Alliston, Metrix Group (Poll)

[Audit Findings Report](#), [Financial Statements 2021 - Draft](#)

**M: Larry Tiedemann moved to accept the auditor’s report as presented**  
**Carried**

6.2. [Chairperson’s Report](#) – Vicky Lefebvre (Poll)

**M: Barb Smith moved to accept the chair’s report as presented.**  
**Carried.**

6.3. [Library Manager’s Council Report](#) – Jodi Dahlgren (Poll)

**M: Jennifer Johnson moved to accept the Library Manager’s report as presented.**  
**Carried.**

6.4. [ALTA report](#) – Jennifer Anheliger (Poll)

**M: Curtis Schoepp moved to accept the ALTA report as presented.**  
**Carried.**

6.5. [Financial Report - Year to Date](#) – James MacDonald (Poll)

**M: Amy Cherniwchan moved to accept the financial report as presented.**  
**Carried**

6.6. Annual Conference



Please join us for “Spark & Ignite”, Northern Lights Library System’s 2022 Annual Conference! We invite everyone to join us on May 27<sup>th</sup>, which will feature several short, snappy presentations on industry-related topics and a keynote speaker, plus a little entertainment.

- May 26<sup>th</sup> is focused on meetings and training for our member library managers and board chairs

- May 27<sup>th</sup> is the main conference day
- May 28<sup>th</sup> is the annual AGM for the NLLS Board

## 7. For Decision

### 7.1 [2022 Draft Implementation Plan](#) (Poll)

**Briefing Note:** The [2021 implementation plan](#) ran from February 2021 to February 2022. This draft plan represents input from the entire staff and was collaboratively produced by the leadership team.

**M: Loraine Berry moved to accept the 2022 Implementation Plan. Carried.**

### 7.2 New and Updated Policies. (Poll)

**Briefing Note:**

*Given the size of our board and the lengthy process of development and approval, policies are voted upon at the general board meetings as an omnibus motion. Board members may make a motion to remove 1 or more policies from the omnibus motion for individual vote. Policy changes will not be entertained at the general board meeting. Policies are either accepted or rejected by the general board. Rejected policies are returned to the Policy Committee for further review and work where appropriate.*

Updates:

- [Whistleblower Policy](#)
- [Board Honoraria and Expenses](#)
- [Policy Making](#)
- [Role of the Board Chair](#)
- [Internet and Computer Usage](#)

New

- [Book Allotment](#)
- [Environmental Policy](#)
- [Non-Participating Municipalities](#)
- [Staff Network Usage Policy](#)

These policies take a 4-step approval process:

- 1) Policies are drafted by NLLS administration and staff and forwarded to the Policy Committee for review.
- 2) The policy committee thoroughly reviews new and updated policies and forwards them to the Executive Committee.
- 3) The Executive Committee reviews the policies forwarded by the Policy Committee and determines if they are to be sent forward for approval of the board.
- 4) The board is provided 21 days to review all policies before a vote.

The policies were sent to all board members in on February 11, 2022 for review and feedback and are requested to be approved by the board.

**M: Jennifer Johnson moves that we adopt the following new and updated policies: Whistleblower, Board Honoraria and Expenses, Policy Making, Role of Board Chair, Internet and Computer Usage, Book Allotment, Environmental Policy, Non-Participating**

**Municipalities, Staff Network Usage.**

**Carried**

8. Adjournment

**Edith Yuill moved to adjourn at 11:21**

**Carried.**

The next regular board meeting will be held on Saturday May 28, 2022 at 10:00 a.m. **in Elk Point.**

Meetings are generally held the last Friday or Saturday of February, May, August, and November.

DRAFT