

**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	Present
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
M.D. of Bonnyville	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 (representing 57 municipalities)
- 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.