



North East Library Federation

Minutes of a Meeting of the Board of Directors, the North East Library Federation held on November 22, 2018 via teleconference beginning at 7:10 pm (MST)

Present: Gloria Millsap (Chetwynd Public Library) – Chairperson
Kim Elingski (Fort Nelson Public Library)
Cindy Blayney (Alternate - Pouce Coupe Public Library)
Amanda White (Taylor Public Library)

Absent: Lenita Choi (Fort St. John Public Library)
Tashana Winnicky (Hudson's Hope Public Library)
David Price (Tumbler Ridge Public Library)

Also Present: Fiona Bruce (Fort Nelson Public Library)
Courtenay Cryne (Pouce Coupe Public Library)
Sherry Murphy (Taylor Public Library)
Edel Toner-Rogala (Federation Manager and Secretary to the Board)

Absent: Melissa Millsap (Chetwynd Public Library)
Karlene Duncan (Fort St. John Public Library)
Amber Norton (Hudson's Hope Public Library)
Paula Coutts (Tumbler Ridge Public Library)

The Chair called the meeting to order at 7:10 pm as quorum was present. A round of introductions followed.

1. Approval of the Minutes of the September 27, 2018 Board Meeting

Moved by Cindy Blayney
Seconded by Amanda White

“That the minutes of the September 27, 2018 Board meeting be approved as circulated.”

Carried.

2. Updating of Signing Authorities

The Manager explained that as Kathy Anderson was no longer the federation Bookkeeper and as Kerry France was no longer with the Fort St. John Public Library, the Board needed to pass a motion, removing them as signing authorities for the NELF.

Moved by Kim Elingski
Seconded by Cindy Blayney

“That Kathy Anderson and Kerry France be removed from the list of signing authorities for the NELF.”

Carried.

Minutes of the November 22, 2018 Meeting of the NELF Board of Directors – page 2

There was a discussion about the need to add signers as, with the removal of Kathy Anderson and Kerry France, that left only Amanda White, Sherry Murphy and Edel Toner-Rogala as signers.

Moved by Kim Elingski
Seconded by Cindy Blayney

“That Amanda White, Sherry Murphy and Edel Toner-Rogala be retained as signing authorities for the NELF and that Kim Elingski and Karlene Duncan be added to the list of signing authorities for the NELF.”

Carried.

3. **Revisions to the NELF Agreement**

At the request of the Chairperson, the Manager provided a brief summary of the proposed changes to the NELF agreement intended to bring the 2016 version of the agreement into compliance with Libraries Branch requirements. She noted that, beyond the correction of minor typos, there had been no changes to the new draft agreement since the Board’s thorough review of the document at its September 27, 2018 meeting.

Moved by Cindy Blayney
Seconded by Amanda White

“That the Board approve the 2018 proposed draft of the NELF Agreement as presented and that the Manager be directed to submit the document for ministerial approval.”

Carried.

4. **Other Business**

The Chairperson noted that a letter of appreciation had been forwarded to Kathy Anderson on behalf of the Board. The Manager advised the Board that she had received an acknowledgement of the letter and that Kathy was pleased to have been recognized for her contributions as Manager and then as Bookkeeper. The Manager will forward the Board a copy of the letter as well as Kathy’s response.

5. **New Business**

There was no new business.

6. **Date of Next Meeting**

The Chairperson reminded everyone that the next meeting of the Board would be held in Fort Nelson the weekend of May 4 and 5, 2019. The Manager will follow-up with the details once plans have been confirmed.

There being no further business, the meeting adjourned at 7:25 pm.