



MINUTES

May 24, 2014

AGM

Present: Amber Norton, Alison Hidlebrandt (HH); Fay Asleson, Margaret Movold (Ch); Joan Davidson, Flora Clark (FN); Courtenay Johnston (PC); Sherry Murphy, Betty Ponto (Ta); Kerry France, LJ Lawson (FSJ); Katherine Anderson.

Absent: Paula Coutts, Jerrilyn Schembri (TR); Jodi Penner (PC)

Call to Order 1:31 pm

1. **Motion** to approve the Agenda. M. Movold/F. Clark. Carried.
2. **Motion** to adopt consent agenda format. B. Ponto, F. Clark. Carried.
3. **Motion** to approve the Consent Agenda. B. Ponto/M. Movold. Carried.
 - a. Approval of Minutes – April 7, 2013 AGM and September 30, 2013 Teleconference
 - b. Correspondence – 2014 Grant Conveyance letter from Beverly Shaw, Libraries Branch, Ministry of Education
 - c. Report from Chair – LJ Lawson
 - d. Manager’s Report – Katherine Anderson
 - e. Libraries and Literacy Branch update – Mari Martin
4. **Motion** to accept the Financial Reports. F. Clark/M. Movold. Carried.
 - i. 2013 Financial Statements
 - ii. 2014 Year-to-date Financial Report
5. Election of Executive:
 - a. Chairperson: Betty Ponto nominated LJ Lawson. Nomination accepted. No other nominations. LJ Lawson acclaimed Chairperson.
 - b. Vice-Chairperson: Flora Clark nominated Laura Gallacher in absentia. No other nominations. Laura Gallacher acclaimed Vice Chairperson, pending acceptance of nomination.
 - c. Treasurer: LJ Lawson nominated Betty Ponto. Nomination accepted. No other nominations. Betty Ponto acclaimed Treasurer.
6. Business Arising from Minutes
 - a. Strategic Plan Review – information only. Presented by LJ Lawson.



North East Library Federation

- b. Human Resources Policy – discussion. Recommended amendments. Referred back to committee. Final draft will be presented to board for electronic vote.
- c. Director’s and Officer’s Liability Insurance – will be renewed for 2014-2015 period.

7. New Business

- a. Policy and Procedures Committee – Kerry France, Amber Norton, Flora Clark and Caitlin Vince/Alison Hildebrandt appointed to committee.
- b. Manager’s Performance Review – Betty Ponto, LJ Lawson and Amber Norton appointed to committee.
- c. **Motion** to approve financial support of Trustee Orientation Program; NELF to reimburse libraries \$100 per person/per year for library directors and/or trustees after participation in Trustee Orientation Program training, retroactive to January 1, 2014. B. Ponto/F. Clark. Carried.

8. Library Showcase

- a. Hudson’s Hope: March St. Patrick’s Day fundraiser held; Book Sale at Senior’s Recreation Centre in partnership with plant and bake sale; Flooring and accessibility renovation with \$25,000 New Horizon’s grant and \$6,000 other funds
- b. Chetwynd: Young at Heart 55+ program Christmas Dinner; Oktoberfest fundraiser netter \$13,000+; 25th Yard sale and cash raffle netter \$13,000-15000 (led to discussion of libraries and lottery licenses); Annual Shiraz n’Jazz wine-tasting evening – promotional event not a fundraiser; Children’s Art Show at the library
- c. Fort Nelson: strategic planning with hired consultant and community consultation; Red Cedar Book Club program with Gr. 4-7 students; library participated in trade show
- d. Pouce Coupe: community market; Ready, Set, Go for kindergarten; game equipment purchased for drop-in family activity night; Wine for Books October 18th; getting ready for Summer Reading Club; Float in community parade – 1960’s for Pick Your Own Era
- e. Taylor: Early Literacy Station purchase supported by grant requests written by Andy Ackerman through the Northern Development Initiatives Trust grant writer program resulted in donations beyond the requested amount and laptop donations. Most donors okayed other purchase with \$s –puppets, books printers; Kids’ Zone and Kids’ Camp summer programs combined with Summer Reading Club; 3 school visits scheduled in June; Norden the Magician; Gold Panning parade library float to feature a dragon
- f. Fort St. John: 2nd program coordinator hired in March with focus on adult programming (Morgan focuses on children and teens); Reading to Cats program with SPCA; Bad Art Night for adults (participants encouraged to bring own supplies); game night for adults; gearing up for Summer Reading Club; LAB Library and Beyond – 1 week camp experience will include some new Canadians, has received full funding for 2014; Happy Hour – self-directed learning program for staff, 1 hour once per week set schedule, staff members set goals and keep a journal, annual evaluation



- g. Betty Ponto reported on North Central Local Government Association's 2014 convention in FSJ: Jerrilyn Schembri encouraged all delegates to bring a children's book. Books will be donated to local women's resource programs/organizations.
- 9. Next Meeting: To be scheduled for Fall 2014 via teleconference
- 10. Adjourn 3:50 pm. F. Clark/B. Ponto. Carried.