

**Lac La Biche County Library Board
Meeting of Wednesday, November 21, 2018
Wild Rose Room, Library, Bold Center, Lac La Biche
Minutes**

Board Members Present:

- L. Anderton
- N. Broadbent
- R. Cofer
- J. Fulawka
- G. Piquette

Staff Present:

- M. Penn

Absent with regrets:

- D. Beniuk
- C. Borgun
- L. LeMay

Youth Ambassadors Present

- L. Toutant

Item No.	Topic	Action required
1.0	<p>We recognize that we are on Treaty 6 land and the homeland of the Metis. We are grateful to the original caretakers of the land and seek to create a new relationship that is respectful and truthful.</p> <p>Call to Order Meeting was called to order at 7:25 p.m. by L. Anderton, Board Chair.</p>	
2.0	<p>Approval/Amendments to Agenda – The Agenda was submitted and a request for an addition/amendment was made:</p> <ul style="list-style-type: none"> - Add 8.1 Media Coverage <p>G. Piquette moved to adopt the Agenda as amended for Wednesday, November 21, 2018. Carried unanimously.</p>	
3.0	<p>Presentations</p> <p>3.1 NLLS Update – Internet connectivity continues to be a problem as we are getting only between 5 and 10 MB of service available. We have been told that NLLS’s ISP is providing 120 MB for the entire group of their subscribing libraries which totals to 47 locations. M. Penn was requested to meet with NLLS staff (with local IT support as needed) to discuss the internet issues and solutions for moving forward. Van run changes are still uncertain. Communication is still slow regarding pending or potential changes and while relations have improved, some concerns remain unaddressed.</p>	M. Penn
4.0	<p>Review of Minutes of Meeting of Wednesday, September 19, 2018 – The minutes were submitted for approval.</p> <p>R. Cofer moved to approve the Minutes of Wednesday, November 21, 2018 as submitted. Carried unanimously.</p>	

5.0	Business Arising from Minutes – None	
6.0	Friends of the Libraries – None	
7.0	<p>Programming & Services</p> <p>7.1 Escape Room Follow Up – 130 people participated with very positive feedback from both participants and parents. The next event is scheduled for June 7, 2019 with a Harry Potter theme. Some changes to format and timing will be made to accommodate potential attendance. Thanks to volunteers and FCSS. (POS C1)</p> <p>7.2 Pop Up Libraries – M. Penn Provided information regarding the purchase of a smart hub for \$400 to be used at pop up library locations in Indigenous communities and potentially other locations where we offer pop up library services. The only concern is the monthly data cost which might vary from \$35 - \$90. This device will also be used at the main branch to supplement wireless needs in terms of wireless printing as it does not require any adjusting of the firewall. (Indigenous & POS D1)</p> <p>L. Anderton moved to approve the purchase of a smart hub as presented as well as the associated data plan up to \$90 per month. Carried unanimously.</p> <p>7.3 LEGO Competition February 9th – We are currently seeking volunteers. AIMBOT will attend again this year. Board members were asked to email M. Penn if they can assist. (POS C1)</p> <p>7.4 Audio Recording Studio Update – The first book as been completed in terms of recording, but it is still in the process of being edited. The second book will start recording in the new year. The volunteers who recording the first book have been invited to the Winter Social and most are planning to attend. (POS D2)</p>	<p>M. Penn</p> <p>All Board Members</p>
8.0	<p>Marketing</p> <p>8.1 Media Coverage – The reported from the Lac La Biche Post covered the budget presentations at Council. There were no questions from County Council. It is recommended that this format of a brief delegation during the budget process be continued in the future. The Board thanked L. Anderton and M. Penn for their very organized and clear presentation. The article in The Post was very positive coverage and appreciated.</p>	
9.0	<p>Financial Matters</p> <p>9.1 Treasurer’s Report – We have received an increase in the Indigenous Library grant.</p> <p>9.2 The Budget Operating Statement dated September 2018 – All budget lines are where they were expected to be at this point in the budget year.</p> <p>9.3 Auditor for 2018 – N. Broadbent will contact JMD to secure.</p> <p>N. Broadbent moved to select JMD as our auditor again for 2018. Carried unanimously.</p>	<p>N. Broadbent</p>

<p>10.0</p>	<p>Human Resources</p> <p>10.1 Board Member Recruitment – The Board Chair received an application for our vacant Board member position. The Board discussed previous ideas to attract Indigenous Board Member applications. Options for getting broader evaluations and input on initiatives from Indigenous stakeholders were discussed and supported.</p> <p>G Piquette moved that the Board support the appointment of Mary Jane Siebold to the Board and request County confirmation of this appointment. Carried unanimously.</p> <p>10.2 Youth Board Members – There has not been interest to date so recruitment posters will be re-posted after the Holidays.</p> <p>10.3 Health and Safety Summary 2018 – The Board thanked M. Penn for her diligence in this area.</p>	<p>L. Anderton K. Arsenault</p> <p>M. Penn</p>
<p>11.0</p>	<p>Policies & Procedures – None</p>	
<p>12.0</p>	<p>Statistics – None</p>	
<p>13.0</p>	<p>Other Business</p> <p>13.1 Volunteer Hours and Mileage Submission – Board members were provided with Volunteer Hours and Mileage forms to be completed and returned to the administrative assistant.</p> <p>13.2 LLBCL Agreements Update – The NLLS Agreement related to Indigenous Services for November 2018 to October 2019 was signed by the Board Chair. There is an increase from previous years to cover cost increases.</p> <p>The PLSB Agreement for Voices of Amiskwaciy (VOA), a repository of Indigenous knowledge. We will be the northern train-the-trainer locale for library staff. Funding is coming to us to provide the services. Travel, mileage, etc. will be impacted but the expenditures will be an in and out of our budget. The onsite training in Lac La Biche will be delivered by the Indigenous Edmonton Public Library Liaison.</p> <p>Lac La Biche County Agreement – Do not need to review at this time.</p> <p>Northern Lights Library Agreement – Do not need to review at this time.</p>	
<p>14.0</p>	<p>Information</p> <p>14.1 NLLS Conference Notes from K. Arsenault – Board members reviewing.</p> <p>14.2 Board Meeting Schedule – Board members asked to calendar their meetings. Upcoming dates on the bottom of the Agenda were reviewed.</p>	<p>All Board Members</p>
<p>15.0</p>	<p>15.1 Next Meeting: Wednesday, January 16th, 2019 Meeting to be held at 7:00 p.m. in the Wild Rose Room, Library, Bold Center</p>	

16.0	Adjournment: 8:40 p.m. R. Cofer moved that the meeting be adjourned. Carried unanimously.	
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Note: The letter/number shown in brackets, e.g. (A1) at the end of topics refer to the Plan of Service 2016-20

Goal/Objective.

Signed _____ Date _____