

**Lac La Biche County Library Board  
Meeting of Monday, November 18, 2019  
Wild Rose Room, Library, Bold Center, Lac La Biche  
Minutes**

**Board Members Present:**

- L. Anderton      • N. Broadbent      • J. Fulawka      • D. Beniuk      • L. Lemay      • K. Nutbrown
- G. Piquette      • R. Clark      • L. Toutant

**Staff Present:**

- M. Penn      • K. Gagne

**Absent with regrets:**

- C. Borgun      • MJ Siebold

Item No.	Topic	Action required
1.0	<p><b>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.</b></p> <p><b>Call to Order</b> Meeting was called to order at 7:05 p.m. by L. Anderton, Board Chair</p>	
2.0	<p><b>Approval/Amendments to Agenda</b> – The Agenda was submitted and a request for an addition/amendment was made:</p> <ul style="list-style-type: none"> <li>- 9.4 Indigenous Grant</li> <li>- 9.5 NLLS Levy</li> </ul> <p><b>L. Lemay moved to adopt the Agenda for Monday, November 18, 2019 as amended. Carried unanimously.</b></p>	
3.0	<p><b>Presentations</b></p> <p><b>3.1 Sixties Scoop: More Than Sorry</b> – K. Gagne to forward the link to the video to all Board Members.</p>	KG
4.0	<p><b>Review of Minutes of Meeting of Wednesday, September 18, 2019</b> – Corrections to the minutes: September 19<sup>th</sup> should read September 18<sup>th</sup> and under Financial Matters it should say 2020.</p> <p><b>G. Piquette moved to accept the minutes as corrected. Carried unanimously.</b></p>	
5.0	<p><b>Business Arising from Minutes</b></p> <p><b>5.1 Provincial Funding Update</b> – The 2020 funding will remain as per 2019 levels. We have already received 50% of funds for 2019 and the rest will be deposited before the end of the year. However, provincial funding for Parent Link is scheduled to be entirely removed at the end of March 2020.</p> <p><b>N. Broadbent moved to write a letter in support of Parent Link. Carried unanimously.</b></p>	LA, MP, KG

	<p><b>5.2 Elevator Speech</b> – L. Anderton and M. Penn will meet as soon as they are able to develop the elevator speech.</p>	LA, MP
<b>6.0</b>	<b>Friends of the Libraries</b> – None	
<b>7.0</b>	<p><b>Programming and Services</b></p> <p><b>7.1 Programming Updates</b> – Volunteers are needed for the upcoming Escape Room, Global Game Jam and Ladies Night. A sign-up sheet was passed around the table. (POS C)</p> <p><b>7.2 POS Review Highlights</b> – Plamondon Family Fun Nights and Let’s Play Metewetan are new well attended partnership programs, which continue to strengthen our relationships with LLB Native Friendship Centre and Parent Link. These preschool/family events fulfill the outstanding goal of having evening preschool offerings. (POS C:3)</p>	All Board Members
<b>8.0</b>	<p><b>Marketing</b></p> <p>8.1 Marketing Plan – Some feedback from the table suggested the names of the businesses and organizations on page 4 be more generalized but otherwise approved the document. (Marketing Plan)</p> <p><b>J. Fulawka moved for approval of marketing plan with edits discussed. Carried unanimously.</b></p>	LA, MP
<b>9.0</b>	<p><b>Financial Matters</b></p> <p><b>9.1 Treasurer’s Report</b> – N. Broadbent and L. Anderton took this time to discuss with the Board the implications of provincial changes to the Municipal Funding and the relationship to the 2020 Library Budget already provided to the County. Suggestions were made for particular Budget lines to decrease. There were also suggestions to explore other grants in 2020 for the summer student positions and projects. L. Anderton and M. Penn to sit down and adjust the budget as discussed with the Board and present the amended budget to the County.</p> <p><b>N. Broadbent moved to revise the Budget and present to Council. Carried unanimously.</b></p> <p><b>9.2 The Budget Operating Statement dated October 2019</b> – N. Broadbent reviewed the BOS with the Board and noted any variances and their reasons as well as the added columns to include the Indigenous and Voices of Amiskwaciy Grants.</p> <p><b>9.3 Auditor Selection</b> – N. Broadbent proposed using JMD as the auditor again this year.</p> <p><b>N. Broadbent moved to use JMD as the auditor. Carried unanimously.</b></p> <p><b>9.4 Indigenous Grant</b> – Funding has been granted for 2019 and the provincial government has committed to ongoing support in 2020. NLLS distributes the funds to their member libraries who provide direct service to indigenous communities and as a result of our positive track record have increased our funding for 2019-2020. (Indigenous)</p> <p><b>9.5 NLLS Levy</b> – See letter as it relates to the proposed Levy increase for 2020.</p>	MP, LA          NB

<p><b>10.0</b></p>	<p><b>Human Resources</b></p> <p><b>10.1</b> Youth Committee Meeting – M. Penn asked the Youth Committee members present at the Board meeting if they could meet on Thursday, November 28<sup>th</sup> from 12-12:30pm.</p> <p><b>10.2</b> Winter Social – K. Gagne announced that the Winter Social would be at the Lucky Strike Bowling Alley this year and that the time was moved up from 6pm due to the Christmas Parade being the same evening. The Board was reminded about the gift exchange and that we would be bowling as well. An attendance sheet was passed around for the Board to confirm whether they would be attending the Winter Social.</p> <p>There was some discussion about whether the Winter Social would be in the budget for next year. The Board unanimously agreed that they would put on a potluck dinner at the Library so as not to incur any expenses but still be able to celebrate the hard work of the Board, Staff, and Volunteers of our libraries.</p> <p><b>10.3</b> Staff Recognition</p> <p><b>L. Anderton moved to continue to offer staff honorariums in 2019. Carried unanimously.</b></p> <p><b>10.4</b> Board Committee Appointments – There is a vacant spot on the Finance Committee as well as the Youth Committee.</p> <p><b>L. Anderton moved to nominate MJ Siebold for the Finance Committee. Carried unanimously.</b></p> <p><b>L. Anderton moved to nominate K. Nutbrown for the Youth Committee. Carried unanimously.</b></p>	<p>MP</p> <p>KG</p> <p>LA, MP</p>
<p><b>11.0</b></p>	<p><b>Policies &amp; Procedures</b></p> <p><b>11.1</b> Policy Review - The full review of the policies will be completed by December 31<sup>st</sup>, 2019.</p>	<p>MP</p>
<p><b>12.0</b></p>	<p><b>Statistics – None</b></p>	
<p><b>13.0</b></p>	<p><b>Other Business</b></p> <p><b>13.1</b> Board Mileage – L. Anderton informed the Board that they must complete their mileage forms and return to K. Gagne at the end of the meeting for reimbursement to occur.</p> <p><b>13.2</b> 2020 Board Meeting Schedule – The schedule was presented to the Board and once approved to be sent to the County.</p> <p><b>D. Beniuk moved to accept the schedule as presented. Carried unanimously.</b></p> <p><b>13.3</b> NLLS Pilot Projects – See Library Director’s report.</p> <p><b>13.4</b> Agreements – L. Anderton and M. Penn, reviewed the agreements dates for the County and the School Division Memorandum of Understanding. The NLPS is due this Spring and J. Fulawka will confirm who the NLPS representative is that should be contacted for this process.</p>	<p>All Board Members, KG</p> <p>KG</p> <p>LA, JF, MP</p>

<b>14.0</b>	<b>Information</b> <b>14.1</b> Rural Library Conference Report <b>14.2</b> Statistics	
<b>15.0</b>	<b>15.1 Next Meeting: Monday, January 20<sup>th</sup>, 2020</b> <b>Meeting to be held at 7:00 p.m. in the Wild Rose Room, Library, Bold Center</b>	
<b>16.0</b>	<b>Adjournment: 9:35pm</b> <b>G. Piquette moved that the meeting be adjourned. Carried unanimously.</b>	

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 \_\_\_\_\_