

**CITY OF AIRDRIE LIBRARY BOARD
JANUARY 26, 2016**

Minutes of the Regular Meeting of the City of Airdrie Library Board, held at the Airdrie Public Library, with the following:

PRESENT:

Members

(Chair) D. Nelles
T. Daigle
D. Fedun
Councillor K. Hegg
K. Jessen-White
Councillor C. Kolson
N. Russell
S. Sweet

Absent with Regrets

T. Desrosiers
M. Weger

Staff

Director P. Medland
K. Rushford

Recording Secretary

Agenda Item 1

CALL TO ORDER

The Chair called the meeting to order at 6:30 p.m.

2016-L-001

MOTION: C. Kolson/N. Russell

CARRIED

That T. Desrosiers and M. Weger be excused from the regular meeting of the Airdrie Public Library Board of January 26, 2016.

Agenda Item 2

CHANGES TO AND ACCEPTANCE OF AGENDA

6.5 Ratification of e-mail vote - Added
7.6.3 Library Tour – Duplication
8.2 Marigold Library Presentation – Moved up to follow Item 2
8.3 In Camera Presentation – Will move up when presenters arrive

2016-L-002

MOTION: D. Fedun/S. Sweet

CARRIED

That the agenda be accepted as amended.

Agenda Item 8.2

Marigold Library Presentation

Michelle Toombs, CEO, and Laura Taylor, Assistant Director, Marigold Library System, gave a presentation on what Marigold has done for the Airdrie Public Library and residents in 2015; Marigold's budget for 2016 and future; savings and surplus; and the need for a new building.

Agenda Item 3

APPROVAL OF MINUTES

2016-L-003 MOTION: T. Daigle/K. Jessen-White CARRIED

That the minutes of the regular meeting of November 24, 2015 be adopted as presented.

Agenda Item 4 PUBLIC QUESTION AND ANSWER PERIOD

There were no questions from the public.

Agenda Item 5 BUSINESS ARISING FROM THE MINUTES

Agenda Item 5.1 Trip to Canmore and CPL Fish Creek Branch Libraries

D. Nelles and N. Russell reported on the trip to tour the Canmore and CPL Fish Creek Branch libraries. It was suggested that other tours be arranged as the design phase gets closer.

Agenda Item 6 BOARD BUSINESS

Agenda Item 6.1 City of Airdrie Orientation Session for Board & Committee Members

P. Medland advised that she and T. Desrosiers attended the Orientation session on January 12, 2016. A summary is available.

Agenda Item 6.2 Rescheduling March 2016 Library Board Meeting

The consensus of the Board was to keep the regularly scheduled meeting date and have a senior staff member attend in P. Medland's absence.

Agenda Item 6.3 Annual Library Association of Alberta Conference

D. Fedun expressed interest in attending the conference. D. Nelles will e-mail M. Weger and T. Desrosiers to see if either is interested in attending.

Agenda Item 6.4 Volunteer Hours for Board Members

Board members were asked to record hours for all events, reading and meetings, and to indicate their choice of thank you volunteer gift.

Agenda Item 6.5 Ratification of E-Mail Vote

2016-L-004 MOTION: K. Hegg/K. Jessen-White CARRIED

That the e-mail vote regarding approval of additional expenditure of funds be ratified.

Agenda Item 7 REPORTS

Agenda Item 7.1 Financial Statements – November 30, 2015

P. Medland presented the Financial Statements as at November 30, 2015.

Agenda Item 7.2

Report on 2015 Unbudgeted One-Time Expenditures

P. Medland presented a report on unbudgeted 2015 approved expenditures.

Agenda Item 7.3

Facility Committee Report

This item will be dealt with under Item 8.3.

Agenda Item 7.4

Personnel Report

P. Medland gave a brief report on staffing. The Chair advised that the Director's probationary period is nearing the end. A recommendation will be brought to the Board at the next meeting.

Agenda Item 7.5

Marigold Report

K. Jessen-White reported on Schedule C costs and on eResources that Marigold is now paying that were previously provided by the Province. K. Jessen-White will be joining the Marigold Building Committee as well as the Schedule C Committee.

Agenda Item 8.3

In Camera Presentation – City of Airdrie

2016-L-005

MOTION: D. Fedun/S. Sweet

CARRIED

That the Airdrie Library Board go In Camera at 7:46 p.m.

2016-L-006

MOTION: K. Jessen-White/T. Daigle

CARRIED

That the Airdrie Library Board exit In Camera at 8:34 p.m.

Agenda Item 7.6

Director's Report

Agenda Item 7.6.1

Director's Report – November to December 2015

P. Medland presented a Director's Report for November and December 2015.

Agenda Item 7.6.2

Library Design Session with Rachel Van Riel

P. Medland and S. Sweet reported on the Library Design session with Rachel Van Riel on December 15, 2015. A report on library philosophy and concepts for the next 3-4 years and into the future was included in the Circulating folder.

Agenda Item 8

NEW BUSINESS

Agenda Item 8.1

Notice of Motion to Transfer Funds to Special, Capital and Operating Reserves

2016-L-007

MOTION: C. Kolson/S. Sweet

CARRIED

That the following Transfers be approved:

Transfers to Special Reserves

- \$6,000 Furniture reserve
 - \$2,500 to replace lunchroom table and chairs
 - \$2,000 for folding conference tables for McCall Room
 - \$1,500 to replace worn public task chairs
 - \$4,200 Multimedia Station reserve (donation)
 - \$20,000 Program Enhancement reserve
- Total: \$30,200

Transfers to Carry Forward Reserves

- \$635 office furniture expenditure approved in 2015
- \$2,200 RFID pad expenditure approved in 2015
- There will be some additional funds that will move forward to cover pre-paid sponsorships

Agenda Item 9

CIRCULATION

- 9.1 Correspondence
- 9.2 Marigold Newsletter
- 9.3 Library Link Articles
- 9.4 APL Statistics – November and December 2015

Agenda Item 10

SUMMARY OF ACTION ITEMS FOR NEXT MEETING

- D. Nelles E-mail M. Weger & T. Desrosiers re Jasper Conference
- Personnel Bring recommendation re Director to next meeting

Agenda Item 11


OPTIONAL TOUR OF THE LIBRARY TO VIEW RENOVATIONS

Board members were invited to do a tour of the library to view the completed renovations.

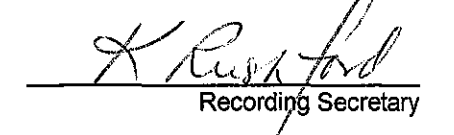
Agenda Item 12

ADJOURNMENT

The Chair declared the meeting adjourned at 8:44 p.m.



Chairman



Recording Secretary