

**CITY OF AIRDRIE LIBRARY BOARD
MARCH 29, 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
T. Desrosiers
K. Jessen-White
Councillor C. Kolson
N. Russell
S. Sweet
M. Weger

Absent with Regrets

Councillor K. Hegg
D. Fedun

Staff

Acting Operations Manager J. Van Buren

Recording Secretary

K. Rushford

Agenda Item 1

CALL TO ORDER

The Chair called the meeting to order at 6:33 p.m.

Agenda Item 2

WELCOME AND INTRODUCTION OF GUESTS

Jean Van Buren, Acting Operations Manager, was introduced and welcomed to the meeting.

Agenda Item 3

ACCEPTANCE OF AGENDA

2016-L-015

MOTION: T. Daigle/N. Russell

CARRIED

That the agenda be accepted as presented.

2016-L-016

MOTION: S. Sweet/C. Kolson

CARRIED

That Councillor Hegg be excused from the regular meeting of the Airdrie Public Library Board of March 29, 2016.

Agenda Item 4

APPROVAL OF MINUTES

2016-L-017

MOTION: M. Weger/K. Jessen-White

CARRIED

That the minutes of the regular meeting of February 23, 2016 be adopted as presented.

Agenda Item 5

PUBLIC QUESTION AND ANSWER PERIOD

There were no questions from the public.

Agenda Item 6

BUSINESS ARISING FROM THE MINUTES

Agenda Item 6.1

Plan of Service Progress Report

J. Van Buren presented a progress report on the Plan of Service. Re Priority 4, Goal 1, Objective 1 – T. Daigle advised that Telus is offering a free adult teaching program called Cyber Seniors and training. T. Daigle will say Yes to the offer. Re Priority 5, Goal 1, Objective 2 - It was noted that the weblink is not set up to search the Community Profile database. J. Van Buren advised that it has been in the development stage since February 1, 2016.

Agenda Item 7

BOARD BUSINESS

Agenda Item 7.1

Report on Southern Alberta Library Conference

N. Russell presented a verbal and written report on the Southern Alberta Library Conference in Lethbridge on March 3-5, 2016.

Agenda Item 7.2

Attendance - Annual Library Association of Alberta Conference

S. Sweet and T. Daigle are registered to attend the Annual Library Association of Alberta Conference on April 28-May 1. K Jessen-White will attend as Marigold representative and Pamela and Lindsey as staff.

Agenda Item 7.3

City of Airdrie's Volunteer Appreciation Evening

S. Sweet thanked the City and commented that the Volunteer Appreciation Evening on March 11, 2016 was a very nice evening.

Agenda Item 7.4

Volunteer Hours for Board Members

Board members were asked to record hours for all events, reading and preparation for meetings.

Agenda Item 8

REPORTS

Agenda Item 8.1

Financial Statements – January and February 2016

The Chair presented the Financial Statements for January and February, 2016. Concern was raised over the auditors and telephone expenses. J. Van Buren will ask P. Medland to look into why the library was not included with the City's move to a VOIP telephone system. The Chair advised that increased donations have been received from previous supporters and that new donors are being developed, and noted the donation of a vehicle and insurance for the vehicle.

Agenda Item 8.2

Facility Committee Report

The Chair advised that a public announcement should be made in the next few weeks. Councillor Kolson provided some background information.

Agenda Item 8.3

Governance Committee Report

2016-L-018

MOTION: S. Sweet/C. Kolson

CARRIED

That the Airdrie Library Board endorse the Canadian Library Association's

Statement on Intellectual Freedom and Libraries as amended September 27, 2015.

Agenda Item 8.4

Marigold Report

K. Jessen-White advised that the fee structure will be held for this year. Marigold will be increasing Schedule C fees (2% increase) but not to raise additional funds for a new building for Marigold. K. Jessen-White suggested that other Board members attend Marigold meetings with her, and will send around the Marigold meeting schedule.

Agenda Item 8.5

Director's Report

J. Van Buren presented P. Medland's Director's Report for February 2016. The Chair thanked P. Medland in her absence for her leadership. J. Van Buren confirmed that the new cargo van will be "wrapped". Jean will ask P. Medland to report back at the next meeting on whether there is a contingency or maintenance plan in place for the van.

Agenda Item 9

NEW BUSINESS

Agenda Item 9.1

Report to the Board – smartlockers

J. Van Buren updated the Board regarding the smartlockers. P. Medland will report back next month on plans for signage and potentially "wrapping" the smartlockers.

Agenda Item 9.2

Memorandum of Understanding between Advocates of Airdrie Public Library and the Airdrie Public Library

The Chair presented the signed Memorandum of Understanding between Advocates of Airdrie Public Library and the Airdrie Public Library. A comment was made to J. Van Buren that the Advocates banner on the library's website is hard to find and that nothing has been heard about a golf tournament this year. Jean will ask M. Aalhus. Councillor Kolson will forward to P. Medland the requirement to pay royalties to artists for artwork that is hung in public spaces.

Agenda Item 10

CIRCULATION

- 10.1 Correspondence
- 10.2 Marigold Newsletter
- 10.3 Library Link Articles
- 10.4 APL Statistics – February 2016

Agenda Item 11

SUMMARY OF ACTION ITEMS FOR NEXT MEETING

- Director
- Look into why the library was not included with the City's move to a VOIP telephone system.
 - Report back on whether there is a contingency or maintenance plan for the new cargo van.
 - Report back on plans for signage and potentially "wrapping" the smartlockers.

- J. Van Buren - Ask M. Aalhus about golf tournament.
 - Pass on comment about Advocates banner on website.
- C. Kolson - Forward to P. Medland the requirement to pay royalties to artists for artwork that is hung in public spaces.
- T. Daigle - Respond to Telus re free adult teaching program.
- K. Jessen-White - Send Marigold meeting schedule to Board members.

2016-L-019

MOTION: T. Daigle/T. Desrosiers

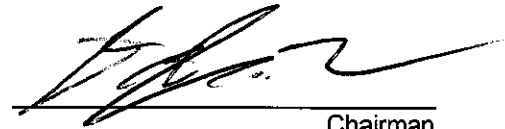
CARRIED

That D. Fedun be excused from the regular meeting of the Airdrie Public Library Board of March 29, 2016.


Agenda Item 12

ADJOURNMENT

The Chair declared the meeting adjourned at 7:38 p.m.



Chairman



Recording Secretary