

**CITY OF AIRDRIE LIBRARY BOARD
OCTOBER 25, 2016**

Minutes of a Regular Meeting of the City of Airdrie Library Board, held at the Vincent Room, City Hall, with the following:

PRESENT:

Members

(Chair) D. Nelles
Deputy Mayor K. Hegg
Councillor C. Kolson
T. Desrosiers
D. Fedun
K. Jessen-White
S. Sweet

Staff

Library Director P. Medland
Operations Manager K. Kirkpatrick-Lauzon

Recording Secretary

K. Rushford

Agenda Item 1

CALL TO ORDER

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

Agenda Item 2

WELCOME GUESTS

There were no guests in attendance.

Agenda Item 3

ADDITIONS TO AND ACCEPTANCE OF AGENDA

2016-L-042

MOTION: N. Russell/T. Daigle

CARRIED

That the agenda be accepted as presented.

Agenda Item 4

APPROVAL OF MINUTES OF SEPTEMBER 27, 2016

2016-L-043

MOTION: D. Fedun/C. Kolson

CARRIED

That the minutes of the regular meeting of September 27, 2016 be adopted with the following amendments:

Item 7.1 – **D. Fedun** asked about the outsourcing of the website. **T. Desrosiers** asked about user fees.

Item 9.3 – In the last sentence, RISE “**items**” should be replaced with RISE “**equipment**”.

Agenda Item 5

PUBLIC QUESTION AND ANSWER PERIOD

Mr. Leon Cygman attended the meeting. He had no questions or concerns to raise at this time.

Agenda Item 6

BUSINESS ARISING FROM THE MINUTES

Agenda Item 6.1

RSVP's for November 26, 2016 APL Staff Recognition Dinner

The Director will send out formal e-mail invitations to the APL Staff Recognition Dinner on November 26, 2016.

Agenda Item 6.2

Pooling of the Library's Reserve Funds with those of City of Airdrie

2016-L-044

MOTION: K. Jessen-White/D. Fedun

CARRIED

That the Library Board approve the establishment of an Airdrie Public Library investment portfolio with Scotia Wealth Management.

Agenda Item 7

BOARD BUSINESS

Agenda Item 7.1

Communications and Advocacy

The Chair noted that there is an advocacy component to trustee positions. Policy 5.2.2 directs that APL trustees are to project a positive image of the library and the Board to the community. Policy 9.5 relates to respectful discourse in email communications and on social media for staff and trustees.

Agenda Item 7.2

In Camera Session

This item was moved to the end of the meeting.

Agenda Item 7.3

Contact Information

Board members were asked to check and initial their contact information on the sheet in the circulating correspondence folder.

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

Facility Report

The Chair advised that he had a meeting with the Mayor and has sent a letter to City Council offering the Board's assistance in any way that might expedite the visioning process. K. Hegg and C. Kolson will ensure there is a timely response to that letter. K. Hegg confirmed that a new library is a priority for Council. C. Kolson noted that the best interests of all parties need to be explored and brought forward to the public.

Member Leaves

Deputy Mayor Hegg left the meeting at 7:00 p.m.

Agenda Item 8.2

Financial Statements – September 30, 2016

The Director presented Financial Statements as at September 30, 2016. It was questioned why there is \$0.01 in the Unrestricted Fund Balance-Operating. The Director will check and advise.

Agenda Item 8.3

Personnel Report

The Chair advised that he and the Director met to discuss the annual review. The Personnel Committee will meet and report back to the Board.

Agenda Item 8.4

Marigold Report

K. Jessen-White advised that the Marigold Executive Committee meeting was moved to November 2, 2016. A full Marigold Board meeting will be held on November 26, 2016 in Irricana. Schedule C was signed by the City of Airdrie (2% increase). The Town of Strathmore's motion for Ministerial approval to get the lending system changed so Marigold can borrow money was defeated by AUMA.

Agenda Item 8.5

Director's Report

P. Medland presented the Director's Report and distributed a handout of Benchmarks for Libraries in Comparable Communities. It was suggested that a dashboard of statistics be added to the website. P. Medland will follow up with the library's management team.

Member Returns

Deputy Mayor Hegg returned to the meeting at 7:21 p.m.

Agenda Item 9

NEW BUSINESS

Agenda Item 9.1

Revised APL Organizational Chart

The Director distributed a revised APL organizational chart.

Agenda Item 9.2

Removal of Filters on Children's Computers

K. Kirkpatrick-Lauzon presented the rationale for discontinuing filter software on children's computers.

MOTION: K. Jessen-White

That the Library Board approve the removal of filters from the children's computers in the library.

As there was no seconder, the motion did not proceed.

A lengthy discussion followed. It was questioned whether parents will be asked to sign saying they are aware that filters have been removed. K. Kirkpatrick-Lauzon will check and advise. K. Kirkpatrick-Lauzon advised that there is filtering technology but it would require Marigold to monitor IP addresses. It was asked what other libraries in Marigold are using. K. Kirkpatrick-Lauzon will check and advise.

ADJOURNMENT

The Chair declared the meeting adjourned at 9:02 p.m.



Chairman



Recording Secretary