

CITY OF AIRDRIE LIBRARY BOARD
April 30, 2019

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
G. Anderson
C. Buchanan
L. Cygman
T. Desrosiers
Councillor A. Jones
Councillor T. Petrow
S. Sweet

Staff

Director: P. Medland
Operations Manager: K. Kirkpatrick-Lauzon
Recording Secretary: K. Rushford

Absent with Regrets

D. Fedun
K. Jessen

Agenda Item 1

CALL TO ORDER

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

Agenda Item 2

WELCOME GUESTS

The Chair welcomed Brendan Nelson and Palkis Biswas, City of Airdrie, and Chris Girard and Laura Daniels, PriceWaterhouseCoopers, to the meeting.

Agenda Item 3

ADDITIONS TO AND ACCEPTANCE OF AGENDA

Item 12 – In Camera was added to the agenda.

2019-L-017

MOTION: G. Anderson/T. Petrow

CARRIED

That the agenda be accepted as amended.

Agenda Item 4

MINUTES OF MARCH 26, 2019 BOARD MEETING

2019-L-018

MOTION: A. Jones/C. Buchanan

CARRIED

That the Library Board accept the minutes of the regular meeting of March 26, 2019 as presented.

Agenda Item 5

PUBLIC QUESTION AND ANSWER PERIOD

There were no questions from the public.

Agenda Item 6

PRESENTATION OF 2018 AUDIT REPORT

Agenda Item 6.1

Report to the Board on 2018 Audited Financial Statements

Brendan Nelson presented a Report to the Board on the 2018 Audited Financial Statements.

Agenda Item 6.2

APL 2018 Draft Financial Statements

Brendan Nelson presented the APL 2018 draft Financial Statements.

Agenda Item 6.3

PWC Audit Findings Report APL 2018

Laura Daniels and Chris Girard presented the PWC Audit Findings Report 2018. In response to a comment, the Director advised that the Library Board does have an annual report for Council, the community and PLSB which contains the audited financial statements. Laura Daniels advised that PricewaterhouseCoopers will need to review the annual report before it is released. The Director noted that she has asked to be included in management discussions. Palki Biswas advised that if there were any issues, the Director would have been brought in. P. Biswas will keep that in mind for next year.

2019-L-019

MOTION: A. Jones/S. Sweet

CARRIED

That the Library Board approves the 2018 Audited Financial Statements and accepts the PricewaterhouseCoopers 2018 Audit Findings Report.

Agenda Item 7

BUSINESS ARISING FROM THE MINUTES

Agenda Item 7.1

Southern Alberta Library Conference Report

Councillor Petrow reported that she attended two trustee sessions (on advocacy with Council members and on ALTA's website). Strathcona County is hosting an interactive experience called *Opioids don't discriminate*. The exhibit will be shared with other municipalities in Alberta. A discussion followed regarding libraries being a safe place for newcomers, the homeless and people with mental health issues. Libraries can help their municipalities solve community issues. Staff need learning strategies on what to look for and how to deal with issues before they become a problem. A comment was made that if libraries try to be too many things, nothing will be done with excellence. The Director noted that staff have resources they can call for more information.

Agenda Item 8

BOARD BUSINESS

Agenda Item 8.1

Volunteer Hours for Board Members

Board member volunteer hours were recorded.

Agenda Item 8.2

Annual Alberta Library Association Conference Report

The Chair attended sessions on integrating media literacy into library programming, trustee advocacy with the community and Council, marketing and messaging, and public libraries' network of recording audio books. S. Sweet attended a session on fake news. A discussion followed regarding how to combat echo chambers that reinforce people's views. The Chair reiterated the importance of integrating media literacy into every library session. Deputy Mayor Jones applauded libraries wanting to take this on, but noted that strong leadership in government is needed to pass laws combatting fraudulent

information. The Director noted that one of the Plan of Service action items was to prepare a site regarding fake news and that has been completed.

Agenda Item 9

REPORTS

Agenda Item 9.1

Facility Report

Councillor Petrow presented an update on the session with Calgary Municipal Land Corporation, where 5 themes and 4 guiding principles were identified. Council will be meeting on May 9 to choose the site. The Chair advised that he met with Mayor Brown in April and will be meeting with him again on May 10 to review Council's decision.

Agenda Item 9.2

Financial Report

The Director presented the Financial Statements for March 2019. The Director clarified regarding fees for payroll and accounting services, IT and systems support, and bank charges. The Director will get a breakdown of the bank charges.

Concern was raised about the rate being paid by Rocky View County, how the formula was originally calculated and why Marigold is the negotiating agent. The Director advised that a meeting will be held in May about the distribution of residents within Rocky View County. It was suggested that Marigold could be invited to a future Board meeting to answer questions and the Director could meet with City Finance about Rocky View County's contributions. L. Cygman will talk to Marigold about the history and about increasing Rocky View County's levy to Airdrie.

Agenda Item 9.3

Personnel Report

This will be dealt under Item 12 (In Camera).

Agenda Item 9.4

Marigold Report

L. Cygman advised that he is now on the Standards and Services sub-committee at Marigold. L. Cygman provided an update on the new building and advised that Marigold received a grant of \$27,000 to help with re-design of the website. A question was asked whether Airdrie should get a refund when Marigold receives a grant for something Airdrie is partially paying for. The Chair advised that receipt of a grant would not modify the fee structure.

Agenda Item 9.5

Director's Report

Agenda Item 9.5.1

Verbal Update to Written Report

The Director advised that the library will have 3 summer students and an interim student this year. The Director is negotiating a partnership with the City to run a poetry contest for the City; winning poems will be displayed on transit. Staff is working on a reading tent for the Airdrie Children's Festival. It was asked who is putting on the Airdrie Conflict Skills and Healthy Conflict Workshop. The Director will advise.

Agenda Item 9.5.2

Customer Service Statistics, March 2019

The Director presented APL Customer Service Statistics for March, 2019.

Councillor Petrow presented Volunteer Recognition Gifts to D. Nelles, T. Desrosiers and G. Anderson.

Agenda Item 10

NEW BUSINESS

Agenda Item 10.1

Report to the Board on 2019 Annual Audit

The Chair presented a Report to the Board on the 2019 Annual Audit. The City of Airdrie has re-appointed PricewaterhouseCoopers as auditor of APL's 2019 Financial Statements.

Agenda Item 10.2

Report to the Board on Makerspace: 6-Month Review

K. Kirkpatrick-Lauzon presented a Report to the Board on Makerspace: 6-Month Service Review. K. Kirkpatrick-Lauzon advised that summer hours will be changing slightly on a trial basis. Councillor Petrow suggested that staff send information on the change to the schools before school breaks for the summer.

Agenda Item 10.3

Presentation of the new APL Website

K. Kirkpatrick-Lauzon gave a Powerpoint presentation of the new APL website. A comment was made that events which are full should be included so that people know the events are popular. It was asked whether community resources will be included on the website. K. Kirkpatrick-Lauzon confirmed that that will be added. The Board commended K. Kirkpatrick-Lauzon on a great job on the new website.

Agenda Item 11

CIRCULATION

Agenda Item 11.1

Correspondence

There were no items of correspondence.

Agenda Item 11.2

Marigold Newsletter – April 2019

The Marigold Newsletter was distributed for information.

Agenda Item 11.3

Library Link Submissions – March 2019

The Library Link was distributed for information.

Agenda Item 12

IN CAMERA

2019-L-020

MOTION: A. Jones/T. Petrow

CARRIED

That the Library Board enter In Camera at 8:38 p.m.

2019-L-021

MOTION: T. Petrow/L. Cygman

CARRIED

That the Library Board exit In Camera at 9:08 p.m.

Agenda Item 11

SUMMARY OF ACTION ITEMS FOR NEXT MEETING

- Director - Get breakdown of bank fees
- Check into who is putting on Airdrie Conflict Skills and Health Conflict Workshop
- L. Cygman - Talk to Marigold about history and increasing Rocky View County's levy to Airdrie

NEXT REGULAR MEETING OF THE BOARD

The next Regular Meeting of the Board will be held on Tuesday, May 28, 2019 at 6:30 p.m. in the Vincent Room, Airdrie City Hall.

ADJOURNMENT

The Chair declared the meeting adjourned at 9:09 p.m.


Chairman


Recording Secretary