



RED DEER LIBRARY BOARD
6:30 p.m. Thursday, May 1, 2014
Waskasoo-Kiwanis Meeting Room

AGENDA

Welcome & Chair's Remarks

Conflict of Interest Declaration

Approval of Consent Agenda

23. Approval of Agenda
24. Approval of Minutes of the Previous Meeting (March 27, 2014)
25. Report from the Planning & Finance Committee
 - a. Approval of Financial Statements of March 31, 2014
26. Report from the Personnel & Administration Committee
 - a.
27. Friends of the Library report
28. RDPL Centennial Committee report
29. Acceptance of the Managers' reports & Library statistics

Items for Decision

25. Planning and Finance Committee
26. Personnel and Administration Committee

Strategic Discussion and Board Development

Adjournment



RED DEER LIBRARY BOARD
6:30 p.m. Thursday, March 27, 2014
Waskasoo-Kiwanis Meeting Room

MINUTES

Present: Buck Buchanan, Sylvia Bolkowy, Jackie Ammeter, Christina Wilson (CEO), Verda Lee Gilchrist, Lisa Wakefield (Chair), Jim Taylor, Jannie Ypma (Minutes)

Regrets: Leah Tymko, Mark Waters, Lionel Lustgarten, Amy Collins

Guest: Briana Ehnes

Welcome & Chair's Remarks

Lisa called the meeting to order at 6:35 p.m.

Conflict of Interest Declaration

Nothing to declare.

Approval of Consent Agenda

16. Approval of Agenda
17. Approval of Minutes of the Previous Meeting (February 27, 2014)
18. Report from the Planning & Finance Committee
 - a. Approval of Financial Statements of January 31, 2014 and February 28, 2014
19. Report from the Personnel & Administration Committee
 - a.
20. Friends of the Library report
21. RDPL Centennial Committee report
22. Acceptance of the Managers' reports & Library statistics

Amendments to the Consent Agenda

- Presentation by Briana Ehnes, Digital Literacy Coordinator
- 2013 Annual Public Library Statistics Report
- Two grant requests to Red Deer and District Community Foundation
- "in camera" discussion

- Amendment to the Minutes of February 27, 2014:
 - Replace, in Item #11, “The results of the CEO evaluation were positive. The CEO’s probation is complete and successful.” with the following:

The results of the CEO survey were reviewed and analyzed by the Evaluation Committee. Key areas for improvement were identified, and shared with the CEO at the evaluation meeting. A set of goals and objectives has been developed to address areas for improvement. As a result of this process the Personnel and Administration Committee unanimously recommend to the Board that the probationary period be deemed complete.
 - Replace the motion in Item #11 “In light of the successful results of the CEO evaluation, Christina Wilson’s probation will be considered complete and successful.” with

In light of the positive results of the CEO evaluation, Christina Wilson’s probation will be considered complete and successful.

MOTION: To adopt the consent agenda with amendments as listed above.
TAYLOR / AMMETER / CARRIED

Items for Decision

18. Planning and Finance Committee

MOTION: To approve the submission of the 2013 Annual Public Library Statistics Report.
BOLKOWY / GILCHRIST / CARRIED

MOTION: To authorize the grant request of \$10,000 to Red Deer and District Community Foundation for the Self Check Unit for Timberlands Branch Library.
BOLKOWY / GILCHRIST / CARRIED

MOTION: To authorize the grant request of \$5000 to fund the Library’s special Centennial Library cards.
BOLKOWY / GILCHRIST / CARRIED

19. Personnel and Administration Committee

Items are included in the consent agenda.

Strategic Discussion and Board Development

- Presentation by Briana Ehnes, Digital Literacy Coordinator
Briana started as the Digital Literacy Coordinator at RDPL in February 2014. Briana talked about her early life in Red Deer and her university education and the career path that brought her to Red Deer Public Library. In her initial weeks on the job she has been analyzing the digital needs of staff and customers at RDPL. Through a survey that she developed for staff she discovered that there are a wide range of abilities regarding digital devices and online resources. She is in the planning stages of developing training sessions for staff and customers. Board members are invited to contact Briana and make an appointment to discuss their individual digital concerns.

- There was discussion regarding The City of Red Deer “Let’s Talk” program. Let's Talk is an annual event hosted by The City of Red Deer. Staff representing numerous City departments and agencies are available to answer residents' questions about projects, programs and services offered by The City. The next event is on Saturday, April 12, 2014 from 9:30 a.m. to 6 p.m. at Parkland Mall. Is this something that the library could be involved in?
- There was a question raised regarding the \$25,000 set aside for a Community Involvement Survey. Timberlands planning and the Centennial celebrations for the library have taken priority for this year and once these plans are underway, work will commence on the survey.
- Reminder of Duke Thompson Concert on Saturday, April 5, 2014. The concert starts at 7:30 p.m. but there are refreshments and tours starting at 6:30 p.m.

MOTION: To move “in camera”.
BOLKOWY / GILCHRIST / CARRIED

MOTION: To move out of “in camera”.
GILCHRIST / TAYLOR / CARRIED

Adjournment

Lisa made a motion to adjourn at 8 p.m.

Approved _____
Lisa Wakefield (Chair)