



NORTH CENTRAL LIBRARY FEDERATION
BOARD MEETING MINUTES
May 3rd, 2014

BOARD: Wendy Howe, Chairperson: McBride & District Public Library, Darryl Polyk, Vice Chair: Valemount Public Library, Maria Sandberg, Secretary/Treasurer: Burns Lake Public Library, Geraldine Pritchard: Vanderhoof Public Library, Anne George: Prince George Public Library, Keith Lytle, Alternate: Fraser Lake Public Library, Wanda Davis: Cariboo Regional District Library, Crystal Taugher: McBride & District Public Library.

LIBRARY DIRECTORS: Sherry Smith: Granisle Public Library, Jane Gray: Vanderhoof Public Library, Naomi Balla-Boudreau: McBride & District Public Library, Wendy Cinnamon: Valemount Public Library, Audrey Fennema: Fraser Lake Public Library, Janet Marren: Prince George Public Library, Anna Babluck: Mackenzie Public Library, Elaine Wiebe: Burns Lake Public Library, staff person: Bonny Remple.

Libraries Branch: Mari Martin

The meeting, chaired by Wendy Howe, convened at 4:40 pm.

Wanda Davis: Cariboo Regional District Library, made a motion to approve the agenda.

A motion to approve the minutes from the October 5th, 2013 NCLF AGM was made by Darryl Polyk: Valemount Public Library. The motion was seconded by Anne George: Prince George Public Library.

A motion to receive the Treasurer's Report as read was made by Anne George: PGPL and seconded by Geraldine Pritchard: Vanderhoof Public Library.

A motion was made to accept the Staff person's report as read was made by Maria Sandberg: Burns Lake Public Library and seconded by Keith Lytle, Alternate: Fraser Lake Public Library.

A motion was made by Keith Lytle, Alternate: Fraser Lake Public Library to add both Audrey Fennema, Library Director: Fraser Lake Public Library and Danita Heise, Board Chair: Fraser Lake Public Library as signatories to the NCLF account at RBC in Burns Lake. The motion was seconded by Anne George: PGPL.

Elaine Wiebe, Library Director: BLPL brought forward the names of the Library Directors willing to serve on the Personnel Committee. Darryl Polyk, Vice Chair: Valemount PL, made a motion to

strike a Personnel Committee consisting of Janet Marren, Wendy Howe, Jane Gray, Audrey Fennema, Elaine Wiebe and Darryl Polyk. The motion was seconded by Anne George: PGPL.

A motion was made by Wanda Davis from Cariboo Regional District Library to cover the \$250.00 cost of Public Performance Rights licensing through Audio Cine for the Nechako Branch of Prince George Public Library in exchange for three small NCLF libraries to be designated branches of Prince George Public Library. The motion was seconded by Maria Sandberg, Burns Lake Public Library.

Keith Lytle, the Alternate from Fraser Lake Public Library, made a motion for an action to initiate discussion with Marleen Morris to provide workshops to develop a Needs Assessment Survey. Anne George, PGPL, seconded the motion.

Guest Mari Martin, consultant from LLB reminded the NCLF Board that, in order to meet provincial requirements, NCLF must annually complete and submit a Provincial Grant Report, an Annual Survey and a Statement of Financial Information (SOFI). In addition, she stressed the need to develop a training program for NCLF, update the existing Service Plan and implement InterLibrary Connect by March, 2015. She also thanked the members of the NCLF Board for their involvement and work done on behalf of NCLF.

The Personnel Committee is to bring forward a proposition for a timeline for hiring a new coordinator.

Chairperson Wendy Howe made a motion to adjourn the meeting at 6:15 pm.