

MINUTES of the

SASKATOON PUBLIC LIBRARY BOARD

The Saskatoon Public Library Board met on Wednesday, April 15, 2015 in the Board Room, Frances Morrison Central Library.

There were present:

Lisa Erickson	Yann Martel
Candace Grant	Chris Shauf, Chair
Karen Harilstad	Robyn Robertson
Councillor Mairin Loewen	Zenon Zuzak, Interim Director of Libraries
	Della Kurulak, Recorder

Note: Y. Martel arrived at 4:12 p.m., C. Shauf arrived at 4:19 p.m., and C. Grant arrived at 5:05 p.m.

Councillor M. Loewen, Acting Chair called the meeting to order at 4:08 p.m.

AGENDA

Moved by L. Erickson, seconded by K. Harilstad, **THAT the Agenda be adopted as amended.**
Carried.

INFORMATION TECHNOLOGY (IT) SERVICES OVERVIEW

Y. Martel, stepped in as Acting Chair at 4:12 p.m.

At 4:19 p.m. C. Shauf, Chair arrived to lead the meeting.

Bryan McCabe, Manager, IT Services was welcomed to the meeting via a remote link utilizing VoIP. Alex Jakobsen, IT Systems Administrator attended the meeting to assist with the remote link.

B. McCabe provided an overview of the strategic plan and report for IT Services and responded to questions from the Board. B. McCabe and A. Jakobsen spend approximately 25% of their time on SILS. Due to this we have access to a shared system and good service. IT Services is working on building relationships with the City and other partners that help the library. IT Services focus is on making technology work for staff and the public.

MINUTES

Moved by Councillor M. Loewen, seconded by L. Erickson, **THAT the Minutes of the March 18, 2015 Board meeting be approved as circulated.**

Carried.

BUSINESS ARISING

Employee Engagement Survey Update

Lynne Gibson, Manager, Human Resources jointed the meeting to speak to the Employee Engagement Survey. She explained that the purpose of the survey is to measure overall employee engagement; involve employees in a process that will allow them to play a role in shaping the future of the Saskatoon Public Library; and identify issues that can be acted upon to improve organizational performance. The Board received an overview of the current and next steps in the process. To maintain the highest standards of professionalism and confidentiality, Saskatoon Public Library (SPL) retained Hay Group, an external consultancy that specializes in employee

surveys, they handle all data collection, processing and reporting. No one at SPL will have access to staff individual responses.

L. Gibson stated that she has considering prize (iPads) draws if we have a 90% response rate. The Board agreed that they would like to see a high percentage rate as well, liking this idea, and asked L. Gibson to report back the response rate.

The final report will be shared at a Library Management Committee meeting and then at a Board meeting. When an analysis of the report is completed two or three major themes will be identified and a plan developed to address the items.

Friends of the Library Annual General Meeting

Y. Martel reported that he and Z. Zuzak attended the Friends of the Library's Annual General Meeting held March 28, 2015. We are awaiting the Friends response to a funding request from Library Administration.

Y. Martel and Z. Zuzak will meet to discuss how to recognize the Friends of the Library's 25th Anniversary and bring a recommendation back to the Board.

REPORT FROM CHAIR

Board Member Vacancy

Jarita Greeyes has resigned from the Library Board effective April 1, 2015. She has accepted a position in Winnipeg.

Councillor M. Loewen will check with City Clerk's Office whether the vacancy can be filled now. Administration will arrange a Board Governance and Nominating Committee meeting for May.

Board Evaluation, Governance Process and Board Development

The Board Governance and Nominating Committee will discuss and bring back recommendations to the Board regarding Board evaluation, governance process and Board development.

REPORT FROM ADMINISTRATION

Directors Meeting Update

A provincial Directors' teleconference was held April 13, 2015 to discuss a CALS recommendation regarding a strategic alliance with the Office of the Treaty Commissioner. A strategic alliance supports the recommendations from the *"Information is for Everyone: Final Report of the Minister's Advisory Committee on Library Services for Aboriginal People"*, October 2001.

2015 Budget Update

The Board received a variance report for the period of January to March 2015. Z. Zuzak spoke to the report stating that the staff training budget may be overspent as the costs for Odgers Berndtson are covered in this line. The Board agreed that cost be transferred to the Board expense line and that the Board would defend the overage.

Moved by Y. Martel, seconded by K. Harilstad **THAT *Reports from Administration* be received.**
Carried.

NEXT MEETING

The next Saskatoon Public Library Board meeting will be held Wednesday, May 20, 2015, 4:00 p.m., Auditorium, Cliff Wright Branch.

Moved by Y. Martel **THAT the Library Board Meeting be adjourned at 5:08 p.m.**
Carried.
