

Marigold Library System
 Board of Management
Saturday, 23 April, 2016
 Strathmore Alliance Church
Strathmore, Alberta
MINUTES

MARIGOLD BOARD MEMBERS IN ATTENDANCE

ACADIA	Maxine Booker	1
AIRDRIE	Kayla Jessen-White	2
M.D. BIGHORN	Lynda Lyster	3
BLACK	Diane Osberg	4
DIAMOND/TURNER VALLEY		
CANMORE	Judith Smith	5
CARBON	Guss Nash	6
CEREAL	Elaine Michaels	7
CHESTERMERE	Lennox Gomes	8
COCHRANE	Susan Roper	9
CROSSFIELD	Jo Tennant	10
DELIA	Angie Moe	11
DRUMHELLER	Margaret Nielsen	12
FOOTHILLS M.D.	Eleanor Chinnick	13
HANNA	Richard Preston	14
HIGH RIVER	Linda Schafer	15
HUSSAR	Kristen Anderson	16
KANANASKIS I.D.	Susan Billington	17
KNEEHILL COUNTY	Glen Keiver	18
LONGVIEW	Jan Dyck	19
OYEN	Dennis Punter	20
ROCKYFORD	Gary Billings	21
ROCKY VIEW COUNTY	Dimitri Dimopoulos	22
SPECIAL AREA # 3	Helen Veno	23
STANDARD	John Getz	24
STARLAND COUNTY	Lil Morrison	25
STRATHMORE	Denise Peterson	26
THREE HILLS	Ron Howe	27
TROCHU	Bill Cunningham	28
WHEATLAND COUNTY	Berniece Bland	29

MARIGOLD STAFF IN ATTENDANCE

Michelle Toombs	Nancy Smith
Laura Taylor	Albert Herr
Lynne Thorimbert	Wendy Rezanoff
Carlee Pilikowski	Lynn Blain
Alida Pituka	Clara Cao
Nora Ott (recording)	
Margaret Newton	
Jessie Bach	
Nicole Talsma	
Jane Fisher	
Richard Kenig	
Caleigh Haworth	

REGRETS WITH NOTICE

ACME	Daniel Leronowich
BANFF	Corrie DiManno
BEISEKER	Sharon King
GHOST LAKE	Donna Bauer
LINDEN	Wendy Marsh
MORRIN	Karen Neill
OKOTOKS	Marian Walsh
YOUNGSTOWN	Lorraine Ruppert

REGRETS WITHOUT NOTICE

EMPRESS	Sheila Howe
IRRICANA	Dennis Tracz
SPECIAL AREA # 2	Bob Gainer

GUESTS

Marilyn King	Chestermere	1
Mae Fisher	Sheep River Library	2
Irene Waring	Sheep River Library	3
Erin Gregory	Auditor	4
Mike McCutcheon	Auditor	5
Michael Ell (Mayor)	Strathmore	6

RESIGNED – DID NOT ATTEND ANY 2015 – 2016 MEETINGS

CONSORT	Dale Kroeger
MUNSON	Lyle Cawiezel
SPECIAL AREA #4	Lisa Vert

VACANCIES

WAIPAROUS

MINUTES
23 April 2016 Marigold Library System Board Meeting

1. CALL TO ORDER

- L. Lyster called the meeting to order at 9:30 am

1.1 Greetings from the Town of Strathmore

- Mayor Michael Ell brought greetings on behalf of the citizens and council of the Town of Strathmore. Mayor Ell recognized that when there is a downturn in the economy, people turn to libraries resulting in additional pressure for libraries and library systems to meet their needs. He believes that Marigold is up to the challenge and has demonstrated the ability to look outside the norm to provide services to member libraries. He thought that with additional demands there could be opportunities to become even better. One of the opportunities would be to build a new facility. He stated that the Town of Strathmore completely supports Marigold Library System in their desire to build a new Headquarters. This support was demonstrated when a resolution to borrow money was taken to the Mayor's Caucus in March. The resolution passed and will be taken to AUMA in the fall. Mayor Ell wished the Marigold Library System well.

1.2 Introduction of delegates, guests, and staff

- L. Lyster asked that the delegates, guests, and staff introduce themselves

1.3 Recognition of new Board members

- There are no new Board members

-There are 41 appointed Marigold Trustees who have attended one or more Board meetings in 2015 and 2016 combined. The Alberta Libraries Act states that Board members are considered to have resigned from the board if they miss 3 consecutive meetings, without notice

-There are two Board vacancies– Delia and Waiparous

1.4 Board and staff service recognition

- Six Board members were recognized for years of service:

- Jan Dyck – 5 years
- Susan Roper – 5 years
- John Getz – 10 years
- Lil Morrison – 15 years
- Helen Veno – 15 years
- Kristen Anderson – 20 years

-Diane Osberg was recognised for her 8 years of service on the Board and for her dedicated work on the HR and Advocacy Committees

-Four Marigold staff were recognized for years of service:

- Nora Ott – 5 years
- Albert Herr – 10 years
- Laura Taylor – 10 years
- Carlee Pilikowski – 30 years

2. APPROVAL OF AGENDA

MOTION: J. Getz/K. Jessen-White
-To approve the agenda

CARRIED

3. MINUTES OF THE January 30, 2016 MEETING

MOTION: J. Dyck/ M. Booker
-To accept the minutes of the January 30, 2016 meeting

CARRIED

Lynda Lyster declared the Regular April Meeting of the Marigold Board meeting recessed at 9:58 am

The Regular April Meeting of the Marigold Board was reconvened at 11:08 am

4. CONSENT AGENDA

4.1 Transfer of agenda items from consent agenda
-There were no items moved from the consent agenda

4.2 Motion to accept remaining consent agenda items

MOTION: D. Punter/J. Dyck
-To approve consent agenda items 4.1 to 4.5

CARRIED

5. DECISION

5.1 Financial

5.1.1 Financial Statements to March 31, 2016

MOTION: M. Booker/R. Preston
- Subject to audit, the Marigold financial statements to March 31, 2016 be accepted as presented

CARRIED

5.1.2 RISE Financial Statements to March 31, 2016

MOTION: K. Jessen-White/M. Nielsen
-Subject to audit, the RISE Financial Statements to March 31, 2016 be accepted as presented CARRIED

5.1.3 Marigold HQ Feasibility Study

-Marigold is the third largest library system in Alberta after Calgary and Edmonton, based on population. Marigold is the largest regional library system in Alberta out of seven library systems, yet has the smallest facility by half

-Marigold's current facility is undersized, under-equipped and has reoccurring infrastructure issues associated with a 60 year old facility

- Vision 2018, Marigold's Strategic Plan endorsed by the Marigold Board, included the objective that Marigold conduct a feasibility study to determine space needs, building options and costs for expanded Marigold Headquarters facility

-A RFP (Request for Proposal) for the Marigold Library System Headquarters Feasibility Study was sent to six architectural firms recommended for their design work with libraries

-The Building Committee (John Getz, Gary Billings, and Lynda Lyster) met on April 21 to review the four RFP submissions that were received

-BRZ Architecture was chosen, as a recommendation, for the following reasons:

- Best understanding of what Marigold does
- Best overall fit with the RFP requirements
- Positive past experience at various locations including:

- workflow changes at Marigold in 2013 for a very reasonable cost
- High River Centennial Library refurbishment
- Cochrane Library layout changes
- Airdrie Library design in current facility
- Kananaskis Village Centre, including designing the book deposit space (they involved Marigold staff in the design phase)
- Crossfield on the historical building that is being transformed into a library
- Quote was reasonable – not the highest and not the lowest

MOTION: D. Peterson/J. Getz -To retain BRZ Partnership Architecture Inc. to do the Marigold Library System Headquarters Feasibility Study	CARRIED
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5.2 Policies/Plans

5.2.1 Contingency Plan for Finance

MOTION: G. Billings -To Approve the Contingency Plan for Finance effective December 31, 2015	CARRIED
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5.2.2 Collection Management Policy - Standards & Services

MOTION: M. Booker -To approve the Collection Management Policy	CARRIED
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5.2.3 IT Capacity Fund Policy – Standards & Services

MOTION: M. Booker -To approve the IT Capacity Fund Policy	CARRIED
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5.2.4 Resource Sharing Policy - Standards & Services

MOTION: M. Booker -To approve the Resource Sharing Policy	CARRIED
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5.2.5 Policy Making Policy – Governance

MOTION: K. Anderson -To approve the Policy Making Policy	CARRIED
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5.2.6 Continuing Education for Board Members Policy - Governance

MOTION: K. Anderson -To approve the Continuing Education for Board Members Policy	CARRIED
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5.2.7 Continuing Education Plan for New Board Members Policy - Governance

MOTION: K. Anderson - To Delete the Continuing Education Plan for New Board Members	CARRIED
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5.2.8 Operational Governance Policy - Governance

MOTION: K. Anderson - To approve the Operational Governance Policy	CARRIED
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5.2.9 Marigold Library System Procedural Bylaws – Governance

MOTION: K. Anderson/J. Getz -That the Marigold Library System Procedural Bylaws be given first reading	CARRIED
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MOTION: K. Anderson/E. Chinnick
-That the Marigold Library System Procedural Bylaws be given second reading CARRIED

MOTION: K. Anderson/L. Schafer
-That the Marigold Library System Procedural Bylaws be given third reading CARRIED

MOTION: K. Anderson
-To approve the Marigold Library System Procedural Bylaws CARRIED

5.2.10 Library Service Points Collection Management Policy – Governance

MOTION: K. Anderson
-To approve the Library Service Points - Collection Management Policy CARRIED

5.2.11 Library Service Points - Unattended Children Policy – Governance

MOTION: K. Anderson
- To approve Library Service Points - Unattended Children Policy

AMENDMENT: M. Booker/E. Michaels
– To amend the above motion, “Library Service Points - Unattended Children Policy,” by adding the word caregiver after legal guardian where it appears in the policy CARRIED

MOTION: K. Anderson/K. Jessen-White
-- To approve Library Service Points - Unattended Children Policy as amended CARRIED

5.2.12 Library Service Points - Internet and Email Use by Library Staff Policy – Governance

MOTION: K. Anderson
- To approve Library Service Points - Use of Work-Issued Technologies Policy CARRIED

5.2.13 Library Service Points - Social Media Policy – Governance

MOTION: K. Anderson
-To approve Library Service Points - Social Media Policy CARRIED

5.2.14 Marigold Library System Expected Outcomes –Governance

MOTION: K. Anderson
-To delete Marigold Library System Expected Outcomes CARRIED

5.2.15 Marigold’s Website Policy – Advocacy

MOTION: L. Morrison
- To approve the Website Policy CARRIED

5.3 Schedule C –

-Treasurer Gary Billings presented background information on the proposed Schedule C levy rates for 2017 and 2018

-Schedule C is the levy that municipalities with and without library boards pay to Marigold each year to belong to Marigold

Information about the proposed Schedule C for 2017 – 2018 included the following decision factors used to determine the ley rates:

- Bank of Canada target inflation rate
- Levy comparison with other library systems in Alberta
- Future revenue sources
- Strategic plan goals and new service priorities

- Building plans
- Emerging costs

RECOMMENDATIONS:

- That Schedule C be on a 2 year timeline for 2017 and 2018
- That the levy increase for municipalities with library boards be increased by 2% for each year of 2017 and 2018 and for municipalities without library boards by 4.5% for each year of 2017 and 2018
- That the rates for municipalities with and without library boards be harmonized over 3 years
- A Schedule C package will be sent to councils with a covering letter

MOTION: K. Jessen-White/J. Getz

- To approve Schedule C

CARRIED

6. ITEMS FROM THE CONSENT AGENDA

- There were no items moved from the consent agenda

7. INFORMATION

7.1 Value of Your Investment/Power of Your Library Card

- Laura Taylor provided copies of Value of Your Investment to each member whose municipality has a library and copies of Power of Your Library Card to members who represent areas without library boards. The two documents provide information that demonstrates the cost effectiveness of belonging to a library system. Member libraries have the benefit of services they would not otherwise be able to afford, including:

- Electronic databases and resources
- Collection purchasing, maintenance and insurance
- Processing of materials
- IT infrastructure and support
- Supplies, furniture and IT purchases at discounted costs
- Professional consultation
- Program assistance
- Training
- Delivery service
- Communications and marketing support

7.2 Resolution for AAMDC/AUMA – M. Toombs

-M. Toombs drafted a resolution to advocate for Regional Library funding that was successfully presented at the Mayor's caucus meeting in March. The resolution will also be addressed at the AUMA Convention Resolution in October.

-The resolution has been distributed to other library systems

7.3 Upcoming Board Meetings:

- Saturday, August 20, 2016, 9:30 a.m. – Canmore Public Library
- Saturday, November 19, 2016, 9:30 a.m. – Crossfield

7.4 Updates – M. Toombs

-Municipal Affairs will be using 2015 population figures to calculate the provincial operating grants resulting in an increase of revenue for Marigold

-Additional monies will be distributed to Library Systems that include indigenous populations. The funds are to be used to connect with First Nations groups. There are 6 indigenous communities within the Marigold Library System boundaries (with populations totaling 11,454 in 2015) made up from the Siksika; Tsuu T'ina; Stoney (Bears paw, Chiniki and Wesley) bands

- L. Lyster and M. Toombs have been invited to meet with the Minister while at the Alberta Library Conference in Jasper

- On April 15, TAL members voted not to extend the contract for the current OCLC platform for the TALonline. Instead, TAL staff and contractors will create a TALonline using older technology, Z39.50 as an interim solution

7.5 Information Sharing – Roundtable

Standard – The Library Board will host the second annual “Keep the Lights On” golf tournament on July 15, at the Bassano Golf Course. The best ever prime rib dinner will be served.

High River – The High River Library Director, Deb Gardiner, will be retiring. There will be a retirement open house from 7 – 10 pm on June 4, 2016.

Cereal – The library will host their second annual trade show. Marigold put together a display board and donated giveaways for the event.

Chestermere – The library is hosting a Garden Centre fundraiser on May 12, 2016.

Airdrie – Is the first library location in western Canada to install book lockers called Smart Lockers. The book lockers are to be used in place of a library branch. A new van was purchased to shuttle books to the Genesis Place location.

8. BOOK DRAW

- The book draw for, “Lonely Planet’s Wild World”, was won by Kristen Anderson from Hussar

9. ADJOURNMENT

- L. Lyster declared the meeting adjourned at 12:55 pm

CEO

Board Chair

Marigold Board Meeting April 23, 2016 Background Notes

1. Audit

Auditors have presented and explained 2015 audited financials in draft form to the Executive. They have advised us that the 2015 audit was a clean audit again. As in past years, they will present their findings at the Board meeting on April 23.

As recorded on Marigold’s financials as of December 31, 2015, and also reported to the Board on January 30, 2016, Marigold received more revenue than budgeted in 2015: +\$329,438. Most of this revenue was from Municipal Affairs (PLSB). In 2015, provincial per capita grant rates were increased \$0.10, and those rates were multiplied by 2014 population (not 2010 population as expected). Budgeted expenditures were underspent by \$202,519 (4.4% of the total budget). Reasons for most of the under expenditures:

- o 2015 was an exceptional year for staff vacancies. Seven staff departures resulted in 17 months of unfilled staff positions and unpaid salaries. The combined salary and benefits budgets were underspent by 4.8%.

On the other hand, Marigold hired another professional librarian consultant to its staff complement, and paid two temporary staff for member library programming support.

- PLSB paid Axia for all of Marigold's SuperNet charges, and they provided additional funding for Zinio and hoopla e-products.
- Shelf-ready cataloguing and supply purchases were minimized because the Banff conversion did not require as much as expected.
- Fuel savings and less maintenance on newer vehicles resulted in delivery cost savings.

Provincial grants for 2016 and 2017 will not increase (as advised by PLSB), and 2014 population will be used to calculate the per capita rates for several years to come. As populations increase, Marigold's expenses increase accordingly.

2. Marigold and RISE Financials

Marigold Balance Sheet and Income Statement (unaudited) to March 31, 2016

Balance Sheet: Accounts receivable total is much higher on this year's balance sheet compared to last year because municipal levy invoices were issued later. Forty-four municipal levy invoices were sent on February 19, the day after receiving official population from Municipal Affairs. An explanation of the accrual method of accounting which Marigold uses has been added to the balance sheet.

Income Statement: 25% of the year completed to March 31; expenditures equal 27% of the budget. Expenditures are on track. Insurance for the building was lower than expected (line 29) while the insurance for collections was higher (line 50) because collection size adjustments for all member libraries were sent to our AUMA Insurer last fall. Plastic library cards are being distributed by some libraries to students, which is an excellent initiative; therefore, card supply needed to be replenished (line 91).

RISE Balance Sheet and Income Statement (unaudited) to March 31, 2016:

RISE cost-sharing invoices were sent out at the beginning of January and all 92 libraries using RISE in 2016 have paid \$1,000 each. \$3,416.66 per month (\$41,000 for the year) will be transferred from RISE to Marigold for IT staff support, administration expenses and Internet charges. After transfers to Marigold and to Chinook Arch for website support, there will be approximately \$140,000 in the bank for central site service agreements and some other small expenses such as the audit. The service agreements for videoconference bridging equipment at Marigold are due for renewal in June 2016. Marigold paid back \$5,000 to RISE earlier this year because PLSB paid for the SuperNet in 2015.

This year, with all consultant positions filled at Marigold and at Chinook Arch, there has been a renewed effort to increase the number and appeal of RISE programs. Jane Fisher reports: *"Caleigh, Nicole, and I have been working very hard to source programming, to get Marigold member libraries involved by hosting, and to get that calendar filled on the website. We've added 14 new programs in the last month and most are "sold out," and we all have more people we are in contact with to host in the near future. We've also been doing all the posters for advertising in Library Aware."* On March 30, thirteen Marigold HQ staff participated in a three-hour, interactive videoconference on Stress Management, presented by a certified life skills coach from High River, Sandra Oleskiw.

3. Vehicle Replacement Plan

The Executive passed a motion to accept the Vehicle Replacement Plan. This plan supports the provision of services to member libraries and informs Capital and Project Budget projections. It includes a schedule for replacement of eight vehicles over the next four to five years. Most of these vehicle replacements are cargo vans that are used every day for deliveries; therefore, they clock up the kilometers quickly. Marigold staff drove over 264,000Kms in 2015 while operating 249 days out of 365 days. Marigold's six vehicles were used 1205 times by HQ staff and 182 time for maintenance and servicing in 2015 (e.g. tire swaps, oil changes). This averages 5.56 Marigold vehicles in use every day. Executive also made a motion to replace two vehicles in 2016 as per the Vehicle Replacement Plan.

4. SuperNet and Internet upgrades

a. Internet

Marigold's Service Delivery goal (Vision 2018) has an objective: "Enhance Marigold's technological infrastructure," and a related performance indicator: "Internet Capacity will be increased." This need was identified after SuperNet capacity was increased in 2015 and because bandwidth demands have increased as libraries acquire more computers and more devices are commonly used by patrons. Ten library systems are all currently looking to increase Internet bandwidth. By switching to Axia, Marigold will increase from 40 Megs to 80 Megs of Internet bandwidth at almost the same cost that we are currently paying. Another upgrade for more Internet bandwidth may be required next year, and with the declining cost of Internet bandwidth, it could cost us about the same amount again.

b. SuperNet

To save money and to increase SuperNet capacity, PLSB has been negotiating with Axia to change the SuperNet service that all library systems in Alberta currently have (and recently acquired) to an NGN (Next Generation) service. PLSB staff have consulted Richard Kenig about Marigold's network structure and we are awaiting instructions for next steps. The first step will be to upgrade the fibre connections in some parts of Alberta (this has already been done for Marigold). There will be technical meetings to design and reconfigure the network, and then a coordinated cut-over date. Marigold will need to acquire four new Fortigate devices, which we were planning to replace in any case.

5. Marigold HQ Feasibility Study and Future Plans

The RFP (Request for Proposal) for the **Marigold Library System Headquarters Feasibility Study** was sent to six architectural firms, recommended for their design work with libraries. The closing date was Tuesday, April 12 at 4:30 pm, and Marigold received four out of six submissions.

The purpose of the Feasibility Study was described in the opening section of the RFP is as follows:

Marigold Library System ("Marigold") wishes to be able to accommodate the provision of public library support services to an increasing service area population as well as changes in service delivery triggered by technological developments and by changing expectations within provincial and local jurisdictions. Therefore, Marigold Library Board wishes to enter into a contract with a firm to obtain information, recommendations and opinions of cost on future expansion options in Strathmore, Alberta, including:

- I. Expanding the building on the current site, including interim operational considerations and costs while construction takes place
- II. Acquiring and retrofitting an existing building
- III. Acquiring property and having a facility built

As part of the project deliverables described below, Marigold Library Board is seeking the firm's opinions on how much property will be needed; the size of the building; building cost per square foot; and overall project cost estimates, including costs for the transition from the existing headquarters facility to a new or renewed facility.

Preferred time for completion of project deliverables is before December 1, 2016.

The Building Committee will meet on April 21 to review the submissions and to make a recommendation that will be presented to the Executive in May.

6. Schedule C Package (explain motions and rationale)

The Schedule C Ad Hoc Committee met for a second time on Saturday Feb 6 at Marigold Headquarters. In attendance were Gary Billings (Chair of the Committee), Lynda Lyster, Denise Peterson, Dennis Tracz, Kayla Jessen-White, Michelle, Laura, Alida, and Nora.

Town of Strathmore Mayor, Michael Ell was a guest for the first part of the meeting. Mayor Ell and Denise Peterson discussed future prospects for property in Strathmore. Michelle provided information about the discussion with the Minister of Municipal Affairs and outcome of the PLSB System Nodes and Directors meeting in January, especially relating to the inability of library systems to access alternate funding sources. Mayor Ell and Denise Peterson suggested drafting a Resolution to encourage the Alberta Government to change the Alberta Libraries Act. A change would ideally enable borrowing powers for Regional Library Systems (see Resolution below).

The Schedule C members reviewed options for levy rate increases: 1%, 1.5%, and 2% for municipalities with library boards, and adjusted rates for municipalities without library boards. Draft 2017 and 2018 budgets were

prepared with these levy increases. In all cases, without population increases or additional revenue, Marigold could face a budget deficit (expenses greater than revenue) in 2018; therefore, the Schedule C members made a motion to recommend a 2% levy increase for the 2017 and 2018 fiscal years. Schedule C members also approved an ongoing commitment for the next three years to harmonize municipal levy rates for municipalities with and without library boards because Marigold residents have access to the same public library services, including digital content.

The proposed levy rates for 2017 and 2018 will be presented to the Marigold Board at the April 23 Board meeting. Marigold staff have prepared a package of information to go out to Mayors and CAOs with Schedule C if Schedule C is approved by the Board.

7. Resolution

The Resolution that was presented at the Mayor's Caucus in March is part of the Board meeting package. It was shared with Municipalities within Marigold (Mayor Ell of Strathmore sent it out with a message encouraging support), and it has been shared with all the Library System Directors. Many of them have shared it with their Board members.

Bob Sobol, a Councillor for the Town of Strathmore and former Marigold Board member, presented the Resolution at the Mayor's Caucus meeting. The next day, he emailed "*I just wanted to let you folks know that the noted Resolution was brought to AUMA at the Mayor's Caucus meeting this afternoon, and was voted in favour of passed. This results in having it sent to the AUMA Board of Directors for decision (as to whether or not they will immediately begin advocating for the motion to the Government). Whether or not the Board, in turn, votes in favour of advocating for this issue at this time, it is still recommended that the matter be considered for an AUMA Convention Resolution in October (which, if successfully, would result in the issue being advocated for a period of three years). Regards/Bob*"

Dwight Stanford, CAO for the Town of Strathmore, told John Getz and Michelle that the Resolution was well-worded and passed with a lot of support.

A copy of the Resolution was shared with the CAO of Wheatland County with the hope that Councillors would be willing to present it at a future AAMDC meeting (Counties and MDs), perhaps in March 2017.

8. Working Group for Systems Sustainability

Diana Davidson sent this email March 29, 2016 and encouraged us to share this with our Board members.

Hello All,

We wanted to update you on the first meeting of our small working group on the sustainability of regional library systems/rural library service that we had on March 16th in Edmonton. We wanted to share our timelines with you. This is the working group that was formed after our January 13th meeting with Minister Larivee in Edmonton.

In attendance were Ron Sheppard from Parkland, Petra Mauerhoff from Shortgrass, Veronica Bliska from Peace, Jen Anderson and Diana Davidson from PLSB, and Jeff Paruk from Corporate Planning and Policy in Municipal Affairs. The membership represents north, central, southern Alberta; staff and trustees; the two regions facing stagnant/decreasing populations; and policy expertise from Municipal Affairs.

We phrased our central question as such: "Is funding of regional systems insufficient for increasing demands?" While this question has funding at its core, this committee is not about advocating for budget increases since increases are extremely unlikely. Rather, our work is to see if efficacies can be achieved within our existing provincial funding.

We decided to focus on the following issues to answer this question:

- Changing roles of public library service*
- Changing demands of service from patrons*
- Clarifying the responsibility of regional library systems*
- Clarifying the responsibility of PLSB/GoA to support system delivery of service*
- What are key system services?*
- What are key Network/PLSB services?*
- How do we maximize the system structure for efficiency?*

We will be meeting again in the next few months to develop answers/options that we will then ask you to consider and discuss over the summer and into September.

We will be using the GoA (Government of Alberta) policy development framework to guide our discussions. The steps of that framework are as follows: 1) Issue identification, 2) Research/Analysis, 3) Options Development, 4) Decision-Making, 5) Implementation, and 6) Measurement & Evaluation. We are currently in the "3) Options Development" phase.

*We will discuss various options (including maintaining the status quo) prior to the next meeting of the Provincial Network Nodes. This will be the "4) Decision-making phase" as to whether we have recommendations to go to the Ministry (ie. amending legislation or the funding formula etc). The nodes meeting will take place in Edmonton on **Thursday October 27th**. We have booked space for **Wednesday October 26th** as well and are thinking that this would be a good day for the regional systems' representatives to meet separately (perhaps just in the afternoon to allow travel time). We can then share any consensus with the rest of the Network Nodes on the Thursday. You should have received a "save-the-date" meeting request from PLSB for October 27th. Please also reserve the 26th if you can for this important discussion.*

Please feel free to share with your Board Chairs.

*Thank you,
Diana*

9. Langdon, Hussar and Veteran

Laura and Michelle met several times with a representative from Langdon (unincorporated, population estimated at 5,000) and a Community / Recreation Services Coordinator from Rocky View County. Langdon is poised to build community support for a public library. Marigold staff provided written guidance on how to set up a Society, which can lead planning and fundraising before the library opens.

Hussar (population 176) has a co-located school / public library in a school that will be closing in June. The future of this public library is unknown, although the Hussar Library Board may choose to close this library because there is no other suitable facility in the village and because upgrading and maintaining the school building may be too costly.

The Galahad Library, located in the Parkland Regional Library System area, closed in January after the village became a hamlet in Flagstaff County. This could be a trend that we may see more often in the years to come.

Michelle recently contacted the Village of Veteran to get contact information and request an invitation to speak with the Veteran Library Board about the services and resources that are available by belonging to Marigold. Last April, Michelle and former Accounting Administrator went to Veteran to present to Council about Marigold Library System. The Village of Veteran is the only non-participating municipality in Marigold.

10. Application for Ministers' Award

Marigold submitted an application for the Minister's Award for Excellence in Public Library Service for our Minecraft initiative. We think that this is possibly the strongest submission so far from Marigold; however, we have submitted a number of applications that have not resulted in a Minister's award in the past. Last year, we submitted an application for the IT Capacity Fund. Airdrie and Sheep River libraries have won awards in the past and have been great ambassadors for Marigold.

11. The Alberta Library (TAL)

TAL headquarters will be moving on July 1, 2016 to Petwin Tower (formally the University of Lethbridge Tower), located at 10707 – 100 Ave, Edmonton. Finding a suitable facility was a challenge even with the downturn in the economy. TAL was able to negotiate a very good lease arrangement; however, overall occupancy costs will increase and so will membership fees for TAL members.

TAL has leased space at the central public library in Edmonton (Stanley Milner branch) for over 18 years with an exceptionally cost effective lease arrangement. Edmonton Public Library is embarking on a substantial renovation of this downtown library that could last until 2020. All tenants, including ALTA, were advised that they had to move by the end of 2016.

TAL intends to replace the vendor platform for the TALonline, which is used to support interlibrary loan management in Alberta. Even though the current OCLC Discovery platform plays well with VDX (which has an end of life of March 2018), it is not in real time and annual costs are prohibitive. TAL Board members will be voting on next steps at the Board meeting on April 15.