



**ALBERTA LIBRARY TRUSTEES ASSOCIATION
ANNUAL GENERAL MEETING
Tonquin Room, Clubhouse, Jasper Park Lodge, Jasper, Alberta
3:00 P.M., FRIDAY, APRIL 29, 2005**

A G E N D A

Notice of any Resolutions from the floor must be presented in writing, in the proper format, and be received before the call to order. Note that any received correctly will require a 2/3 majority vote of members present and voting to be accepted for presentation to members at this AGM. ALTA follows Sturgis Rules of Order.

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. INTRODUCTIONS (ALTA Board, Parliamentarian, ALTA Facilitator, Special Guests)

4. APPROVAL OF MINUTES OF AGM 2004

5. BUSINESS ARISING FROM THE MINUTES

5.1 Proposed process for holding a vote by mail for ALTA Board elections

6. FINANCIAL REPORT – M. (Robin) Wilkinson, Treasurer

6.1 Financial Statement / Review Engagement Report 2004 prepared by Yaremchuk & Annicchiaricco, Auditors

6.2 Presentation of the 2005 Budget

6.3 Appointment of auditors for 2005

7. ANNUAL REPORTS

7.1 President – Donna Campbell

7.2 Standing Committee Reports (Finance & Administration, Advocacy, Communications, Trustee Education)

7.3 Conference Co-Chair – Donna Phillips (Verbal Report on Registration, Events)

8. RESOLUTIONS COMMITTEE – Marie Logan, Vice President, Chair, Resolutions Committee

8.1 Special Resolution 2005.1 Sponsor ALTA Board

8.2 Resolution 2005.1 Sponsors: Banff Public Library Board and Camrose Public Library Board

9. NOMINATIONS COMMITTEE – Vic Mensch, Past President, Chair, Nominations Committee

9.1 Election of the President and Directors from Areas 1, 3, 5, 7;

Announcement of Candidates (Nominations Report in Agenda Package)

10. NEW BUSINESS

10.1 Fee Structure for 2006

11. OTHER BUSINESS

11.1 Presentation of Awards:

Honorary Life Membership Award by President

Award of Excellence by Chair, Trustee Education

11.2 Honouring Members for ALTA Service:

Presentations to Retiring Board Members

11.3 ALTA's Lois Hole Award: 2005 Honorary Life Member to draw Winner from ALTA member boards with delegates at conference

12. ADJOURNMENT

Finance and Administration Committee Report

Office Staffing

The contract with the company (#743607 Alberta Ltd.) that provided someone to carry out the role of the ALTA Executive Director ended in December 2004. Since that time, temporary staff along with members of the Finance and Administration Committee have kept the office open on a limited basis. Members of the Finance and Administration Committee would like to express their thanks to Dawn Fargey for her invaluable work; we would not have survived without her! The Board has decided that the advertisement for the permanent position will call for an office administrator. Once routines have been established, the Finance and Administration Committee will investigate further the project needs of ALTA and how they might best be met. At present, any such project needs will be addressed on an ad hoc contract basis

Office Move

On January 1, 2005, the ALTA office moved to Room 24 on the 6th floor of the Edmonton Public Library. (The 6th floor consists of office space for non-profit organizations along with bookable meeting rooms.) The Finance and Administration Committee would like to acknowledge all the help received from EPL, TAL and APLEN (furniture, storage space, emergency supplies as well as moral support). There are a great number of advantages of having such permanent space downtown, such as proximity to the Provincial Government, especially the Libraries Branch, use of the photocopying service in EPL, ease of banking, mail delivered directly to the office, etc.

Core Funding

Once again, ALTA would like to thank the Libraries Branch for ongoing funding. We would not exist without it. THANKS!

Future Plans

Work will continue on compiling all the various ALTA financial policies, bylaws, routines, etc., into a unified document. As a result of the move and the number of boxes of materials received, work will begin on a document retention policy.

Fees

If the bylaw change in the membership categories is approved, the Finance and Administration Committee will bring forward the following motion:

That the fee for Past Trustee Members be set at \$50.00

That the fee for Individual Trustee Members be set at 75% of the corresponding Member Board fee as per the following schedule:

1 - 200 population	\$ 30.00
201 - 5,000	\$ 56.25
5,001 - 20,000	\$ 93.75
20,001 – 100,000	\$ 187.50
Over 100,000	\$ 375.00

All other fees will remain at the current level.

Sheila Bertram, Chair
Finance & Administration Committee

Resolution 2005.1:

Sponsors: Banff Public Library Board and Camrose Public Library Board

WHEREAS Her Honour is a passionate supporter of public libraries and has spoken out in favour of free libraries throughout her term of office and
WHEREAS at the Banff Public Library in July 2004, she said: "Giving free library memberships to all members of the community is a wonderful idea, and like you, I believe it should become standard practice throughout the province..." and
WHEREAS she went on to articulate the essential role of public libraries in providing the conditions for democracy: "Without true literacy, democracy itself becomes impossible; the real battle of the 21st century, I believe, will be between those who would use ignorance to serve their own greed, and those who selflessly open the doors of knowledge to anyone who cares to listen. By building a culture that venerates the principles of literacy, we may yet save ourselves from a grim future of literary haves and have-nots." and
WHEREAS free public library membership to local residents is standard practice and a cherished principle throughout North America and
WHEREAS Alberta and Quebec are the only jurisdictions where the principle of free access to the public library is not universally honoured and
WHEREAS there can be no more fitting tribute to Her Honour's contribution than provincewide provision of fee-free access to the treasures of the public library system and
WHEREAS a resolution was passed at the ALTA AGM in 2002 "that the provincial per capita operating grant be doubled and membership fees eliminated so that public libraries across the province are able to meet their expenses while providing barrier free access to all members of their community" and a resolution was passed in 2004 "that the Alberta Library Trustees Association request that the Government of Alberta double the provincial per capita operating grant in order that public libraries across the province are able to meet their expenses while providing equitable access to patrons; and further be it resolved that the Alberta Library Trustees Association request that the Government of Alberta support Alberta Community Development's funding request to provide additional funding specifically to assist libraries to address costs related to implementing SuperNet, inter-library loans, computer borrowing and other technologically related services." In order both to meet funding shortfalls for public libraries and to compensate for the removal of fees and the anticipated increase in library usage, and
WHEREAS a study that Banff Public Library conducted in 2001 presented a statistical analysis that made the case for compensating libraries for eliminating membership fees through a per capita grant by the province and
WHEREAS a case can be made for differential rates of compensation. A grant of \$1.27 per capita to the two largest library systems -- Edmonton and Calgary -- would fully compensate those libraries for the loss of membership revenue, while a somewhat higher per capita grant of \$1.70 to all other public libraries would replace fee revenue for the great majority and
WHEREAS thus, the total cost of a membership fee compensation grant would be less than \$4 million/year.
NOW THEREFORE BE IT RESOLVED THAT ALTA recommends that the province of Alberta recognize Lois Hole for her outstanding contribution as Lieutenant Governor by endowing a lasting legacy in her honour -- **ongoing funding to support** the annual provision of a free library card to every Albertan at his or her local public library.

Special Resolution S2005.1

WHEREAS the ALTA Board was directed, by motion passed at the 2004 AGM, to develop a process by which all ALTA members can vote by mail (either electronic or conventional mail) in ALTA elections in the months prior to the Annual General Meeting of the Association and

WHEREAS the proposed process and the necessary bylaw changes be presented to the 2005 Annual General Meeting for consideration and

WHEREAS ALTA created an ad hoc Committee on Membership and Vote by Mail which began by looking at the issue of membership and eligibility to vote and

WHEREAS the Committee's recommendations were accepted by the ALTA Board and

WHEREAS the ALTA Policy manual will be updated to define the processes necessary to allow voting by mail in ALTA elections by defined membership categories beginning with the 2006 AGM,

NOW THEREFORE BE IT RESOLVED THAT:

A. the Bylaws of ALTA be changed to reflect the following membership categories:

3.1.1 member Boards (Boards that join)

3.1.2 regular trustee members (all trustees on member Boards)

3.1.3 past trustee members (former trustees, five year limit in this member category)

3.1.4 individual trustee members (trustees where the library Board chooses not to belong to ALTA or where the Board is not created under the Libraries Act of Alberta)

3.1.5 Honorary ALTA Life members

3.1.6 Supporters who have an interest in library stewardship but do not belong to any library Board, whether created under the Libraries Act of Alberta or not,

where only categories 3.1.1, 3.1.2, 3.1.3 may make nominations and propose resolutions, only categories 3.1.2, 3.1.3 may vote; only categories 3.1.2, 3.1.3 may hold office on the ALTA Board, only categories 3.1.2, 3.1.3, 3.1.4 qualify for member rates at ALC and reduced fees for ALTA workshops. Categories 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6 may attend and speak at the ALTA AGM and receive the newsletter. Honorary members are the only category who hold membership at no cost

B. Bylaws 3.1.1 through 3.1.4 be replaced with 3.1.1 through 3.1.6 which reflects the categories above

C. Bylaw 4.1 be reworded to delete "and elect officers" and add "announce the results of elections of officers"

D. Bylaw 5.4 be amended to read "Such members entitled to vote shall, through mail-in ballots, elect a President who shall serve a term of one year"

E. Bylaw 5.4.1 be amended to read "Such members entitled to vote shall, through mail-in ballots, elect one Director from each of eight (8) geographic areas. Each member shall vote for a Director to represent his/her particular geographic area only".

Sponsored by ALTA Board, moved by Sheila Bertram, seconded by Brock Smith, carried at ALTA Board meeting September 25, 2004.

Note that copies of the ALTA Bylaws with the proposed amendments will be available in the AGM package.

Proposed ALTA Membership Fees – 2006

Note: categories are those proposed in Special Resolution S2005.1/2

Category	Fee	Change
<i>Member Library Boards</i>		
Libraries serving		
1 - 200 population	\$ 40.00	No change
201 – 5,000	\$ 75.00	
5,001 – 20,000	\$ 125.00	
20,001 – 100,000	\$ 250.00	
Over 100,000	\$ 500.00	
Library Systems serving		
Up to 100,000 population	\$ 250.00	
Over 100,000	\$ 500.00	
<i>Regular trustee members</i>	no charge	No change
<i>Honorary life members</i>	no charge	No change
<i>Past trustee members</i>	\$ 50.00	No change
<i>Individual trustee members</i>	(75% of corresponding Board fee)	
Libraries serving		Category change
1 - 200 population	\$ 30.00	
201 – 5,000	\$ 56.25	
5,001 – 20,000	\$ 93.75	
20,001 – 100,000	\$ 187.50	
Over 100,000	\$ 375.00	
<i>Supporters</i>	\$ 50.00	No change

