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ALBERTA LIBRARY  
TRUSTEES' ASSOCIATION

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**Alberta Library Trustees' Association  
Annual General Meeting  
Tonquin Room, Clubhouse, Jasper Park Lodge, Jasper, Alberta  
3:15 P.M., Friday, April 30, 2010  
Minutes**

**1. CALL TO ORDER**

President Natalia Toroshenko called the meeting to order at 3:15 pm.

**2. APPROVAL OF AGENDA**

Motion that the agenda be approved as circulated. Carried.

**3. INTRODUCTIONS** President Natalia Toroshenko introduced the current ALTA Board of Directors: Area 1 (Peace) Ray Skrepnek, Area 2 (Yellowhead) Honey Pell, Area 3 (Parkland) Annette Clewes, Area 4 (Marigold) Ian Morgan, Area 5 (Chinook Arch) Doug Cooper, Area 6 (Shortgrass) Martin Shields, Area 7 (Metro Edmonton) Michael Babichuk, Area 8 (Northern Lights) Carol Carpenter, (Calgary) Ann Craig, (Edmonton) Michael Janz; Vic Mensch from Chinook Arch as Parliamentarian and ALTA Executive Administrator, Lisa Holmes, as Recording Secretary. Karen Lynch as President-Elect Alberta Library Trustees.

**4. APPROVAL OF MINUTES OF AGM 2009**

Motion that the agenda be approved. Carried

**5. BUSINESS ARISING FROM THE MINUTES**

**6. ALTA Awards**

**Honorary Life Member**

Presentation of the 2010 ALTA Honorary Life Member award to Yvonne Adair, Trustee of the Pigeon Lake Public Library.

**Award of Excellence**

Presented the 2010 ALTA Award of Excellence to the Glenwood Public Library Board. Nicole Smith accepted the award on behalf of the Library Board

**Lois Hole Award**

Not recorded for 2010 winner

**7. FINANCIAL REPORT** Martin Shields, Secretary/Treasurer

a) 2009 financial statements and the Financial/Review Engagement Report prepared by MVO Chartered Accountants

Motion to accept the financial statement as information. Carried

b) Presentation of 2010 Budget.

Motion to accept the 2010 Budget. Carried

C) Fee Structure for 2011 (unchanged from 2010)

Motion to approve 2011 fee structure. Carried.

d) Appointment of accounting firm for financial review for 2010

Motion to approve MVO Chartered accountants located in Lethbridge. Carried

**8. ANNUAL REPORTS**

(a) President – Natalia Toroshenko

(b) Standing Committee Reports

1) Finance & Administration –Martin Shields (report given as item 7.0)

2) Advocacy – Annette Clewes

3) Communications – Honey Pell

4) Trustee Education – Carole Carpenter

(c) ALC Conference Co-Chair (ALTA) – Ann Craig

Motion to approve reports presented as information. Carried.

**9. RESOLUTIONS COMMITTEE** Doug Cooper, Vice President & Chair, Resolutions Committee

**Resolution #1 Resolution to amend Bylaw 11.1 – (Rules of Order) & Policy 2:1:8 (Rules of order)**

Sponsored by Doug Cooper

Whereas a motion to change the Bylaw and Policy which state:

“The rules of order for the Alberta Public Library Trustees Association will be Sturgis Rules of Order)”

Whereas it is proposed the amend the last portion of the sentence to read:

“The rules of order for the Alberta Public Library Trustees Association will be Roberts Rules of Order latest edition”.

Whereas the rationale for the amendment is to provide for a more common used Parliamentary Rules at the AGM. As to some concerns voiced in the past of less

Parliamentarians being familiar with Sturgis rules, it is proposed to use the more common Roberts Rules of Order.

Addendum: It is proposed An additional motion to accept Roberts Rules as the parliamentary rules in use at the 2010 AGM effective immediately.  
Motion to approve Roberts Rules of order with addendum. Carried

## **Resolution No. 2 Notice to Amend Bylaws for Purpose of Clarification**

Sponsored by Annette Clews Advocacy committee

The Board of Directors for the Alberta Libraries Trustees Association hereby gives notice that the 2010 Annual General Meeting of the Association shall accept the proposed amendments to the Bylaws of the Association:

WHEREAS the following proposed amendments have been submitted to the Association only after taking into consideration:

- A. Clarification of definitions of positions within the Bylaws.
- B. Removing policy from Bylaw. Bylaw number 10.1 and 10.2 are setting the parameters for which committees are formed, and 10.3 and 10.4 are specific committees which are in fact policy not Bylaw.

The proposed amendments herein will not compromise, modify or affect in any way the fundamental principle operations of the Association.

1. Add 6.4 under **6. Officers** submitted addition as follows:

**6.4** The **Past President** shall attend all meetings of the Board and the Executive in an advisory capacity, and has no voting powers. The Past President can only sit for a **one year period**, in the case where there is no Past President; the Vice President shall assume all duties of the Past President.

2. Removal under **10. Committees** as follows:

**10.3 Nominations Committee** The Board shall appoint a **Nominations Committee** which shall be chaired by the Past President. The Nominations Committee shall have full control over the acquisition of nominees for office in the Association and shall conduct the election at the Annual General Meeting. In carrying out its mandate the Nominations Committee shall be granted access to any Association publication for this purpose.

**10.4 Resolutions Committee** The Board shall appoint a **Resolutions Committee** which shall be chaired by the Vice President. The Resolutions Committee shall have full control of the presentation of resolutions to the Annual General Meeting of the Association. It shall have the authority to combine and rewrite resolutions, without changing the intent thereof, before they are presented to the Annual General Meeting provided that such combination or rewrite is acceptable to the sponsoring member. The Resolutions Committee shall have sole control over the solicitation and presentation of resolutions and shall be granted access to any Association publication for this purpose. This mandate

does not extend to Special Resolutions which shall be presented to the Annual General Meeting and voted on with no modification.

**Move to Policy Manual**

Motion to Amend bylaws for Clarification. Carried

**Resolution No.3 Notice to Amend Bylaw for the Purpose of Auditing.**

The Board of Directors for the Alberta Libraries Trustees Association hereby give notice that the 2010 Annual General Meeting of the Association shall accept the proposed amendment to the Bylaws of the Association:

**WHEREAS** the following proposed amendment has been submitted to the Association only after taking into consideration:

- A. The ability of the Board of Directors to conduct business on behalf of the Association in a timely manner without being in contravention of the Bylaws of the Association.

The proposed amendment will not compromise, modify, affect or change in any way the fundamental principles of the Association. The amendment will give the Board of Directors of the Association the ability to complete the business of the Audit for presentation at the Annual General Meeting.

1. Article 8.1 The books, accounts and records of the Association shall be reviewed annually by a duly qualified accountant appointed for that purpose at the preceding Annual General Meeting is repealed and the following is substituted:

**8.1 The Board of Directors shall each year appoint a duly qualified accountant to review the books, accounts, and records of the Association for presentation at the Annual General Meeting of the Association.**

Motion to Amend bylaw for purpose of auditing. Carried

**Resolution #4 Resolution to amend Bylaw 3:3 – (Fees for each class of Membership)**

Sponsored by Doug Cooper

Whereas the bylaw currently reads:

“Fees for each class of membership shall be established at the Annual General Meeting by a vote of not less than two thirds (2/3) of the members present, and shall be payable on the first day of the next Fiscal year. (January 1<sup>st</sup>)”

Whereas it is proposed to amend the last portion of the sentence to read:  
“on the 1st of May”.

Whereas the rationale for the amendment is to provide for a less costly amount of time and financial resources, in preparing memberships, dues and other related documentation before the AGM. The present bylaw is particularly cumbersome in

relation to election of Area Representatives and also the Presidents position. By amending the wording it would provide an opportunity for most Trustees to vote if paid on membership up to and including the AGM. It would also lighten the administrative requirements needed before the AGM.

Motion to Amend bylaw 3.3 fee class of membership and date. Carried

**Resolution #5 Resolution to add Bylaw 12.5 – (Motion to designate beneficiary of assets upon any dissolution of ALTA**

Sponsored by Doug Cooper

Whereas a motion to allow the ALTA board to designate a beneficiary of any and all of ALTA's unencumbered assets upon any dissolution of the organization.

Whereas the rationale for this is to provide for an opportunity to apply for Grants, Lotteries or other forms of Revenue, which require such a designation.

Motion to designate beneficiary. Carried

**Resolution #6 Resolution for electronic voting**

WHEREAS the due to the demands of today's society, the busy lifestyles of our members, and the desire to be environmentally friendly; and for cost efficiency and savings.

NOW THEREFORE BE IT RESOLVED through a motion that:

The Alberta Libraries Trustee Association Executive, investigate any available options to have a secure and affordable e-voting system replace the mail in ballots. And upon finding an affordable and effective system, be authorized to implement that system for the 2011 ALTA election cycle.

If motion passed for email voting, then be it resolved that the bylaw 5.4 and 5.4.1 be amended by adding " through either electronic voting or mail-in ballots."

5.4 Such members entitled to vote shall, *through mail-in ballots*, elect a President who shall serve a term of two years.

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

Motion to approve Electronic Voting effective for 2011. Carried

**10. NOMINATIONS COMMITTEE – Doug Cooper Vice President & Chair, Nominations Committee**

(a) Announcement of Election of the President, and Directors from Areas 2,4,6,8  
Two nominations were received for the position of President: Natalia Toroshenko and Karen Lynch. ALTA's President for 2010-12 is Karen Lynch.  
572 ballots were cast.

Vice President Doug Cooper presented the election results for 2011 board.  
Each area only had one nomination for Director. The following nominees are declared elected:

- Area 2 Yellowhead: Margaret Barry;
- Area 4 Marigold: Leslie Duchak
- Area 6 Shortgrass: Martin Shields
- Area 8 Northern Lights: Carole Carpenter.

Motion to destroy the ballots now that election results have been tabulated. Carried.

## **11. OTHER BUSINESS**

President Natalia Toroshenko noted the retirement of several ALTA board members: Honey Pell, Ian Morgan, Roger Breault Each will receive a Lois Hole Legacy Fund donation in their name for the library of their choice.

## **12. ADJOURNMENT**

Motion to adjourn meeting. Carried.

Meeting adjourned.