

Slave Lake Regional Library Board
Regular Meeting Minutes
January 14th, 2015
Library Staff Room
7:00 pm

Call to Order: by Kendra at 7:08 pm

Attendance: Kim McConnell, Kendra McRee, John Buck, Sheila Willis, Stefan Plouffe, Ivan Lazarowich, Brad Pearson, Shane Parmar (Library Manager)

Absent: Herfried Schmidt, Brian Pitcairn, Stephen Tao

Motion 15:01: to accept agenda as presented

Moved by Sheila CARRIED

Motion 15:02: to accept December 10 meeting minutes as amended

Moved by Stefan CARRIED

Correspondence:

1. Christmas card from Ministry
2. Alberta Regional Library System Newsletter
3. Community foundation Letter about the Establishment of Endowment funds

Business Arising (Old Business)

- 1) Casino Update- still looking into. Ask Graham McCullough if she is still interested in heading up a 'Friends of the Library' fundraising group.
- 2) Smith Library Move update or Renovation (Report by MD Rep Brad Pearson)- no more news
- 3) Signs for Flatbush update (Report by MD Rep Brad Pearson)- no more news
- 4) Payroll Agreement Between TOSL & Library Board - signed and delivered
- 5) Letter of Understanding between TOSL & Library Board- completed
- 6) Board Governance Document Review – see document for changes. Will review for 20 minutes at next meeting. We will look at what a board self evaluation could look like at next meeting.

Business Arising (New Business)

- 1) Resignation of Susan Campbell (bookkeeper) - Kendra did a follow up phone call and she accepted another position. She will help to prepare year end audit and will help to train new bookkeeper.

Motion 15:03: the Board directs the Library Manager to advertise and hire a part time bookkeeper

Moved by Ivan CARRIED

Reports:

1. **Financial Report** (by Kendra McRee)

- A) Review of Financials - not sure if we have a surplus or not. Still waiting for 2014 maintenance billings
- B) Update on Inter-municipal Budget Presentation and budget discussion/motion. - Allan Winarski willing to sit down to continue this discussion
- C) GIC for Capital Reserve- did not have time to look into

Motion 15:04: to accept report as presented

Moved by Brad CARRIED

2. **Librarian's Report** (by Librarian Shane Parmar)

Motion 15:05: to accept report as presented

Moved by Shelia CARRIED

In Camera: **Motion 15:06: to go in camera at 8:35 pm**

Moved by Kendra CARRIED

Out of camera: **Motion 15:07 to go out of camera at 9:30 pm**

Moved by Brad CARRIED

Motion 15:08: Board directs Shane to provide job descriptions for the positions needed to run the library by next meeting.

Moved by John CARRIED

Confirmation of Next Meeting: February 11, 2015

Adjournment: Motion 15:09: to adjourn meeting at 9:33 pm

Moved by Brad CARRIED

Signed 
Chairperson