

**Slave Lake Regional Library Board**

**Regular Board Meeting**

June 11, 2014

Library Staff Room 7:00 pm

**MINUTES**

**Called to order:** by Kendra McRee at 7:10 pm.

**Attendance:** Kendra McRee, Shane Parmar (Library Manager), Kim McConnell, Ivan Lazarowich, John Buck, Phil Lokken, Stephen Tao and Sheila Willis.

**Guest :** Francesca Giroux of Nash Giroux Auditors

**Absent:** Linda Munroe, Brad Pearson

**Correspondence:**

1. Presentation by the Auditor: Francesca reviewed and highlighted sections of the 2014 budget report. All financial statements were presented fairly. Steven made note to do things differently on the PLS/Book Purchase Fund when preparing the 2015 budget. If there are any questions, please contact Francesca through email or by phone.

**Motion 32-31: to accept and approve the audit as presented**

Moved by Stephen

CARRIED

**Motion 32-32: to accept the amended agenda**

We moved Amended Budget after Outstanding TOSL payables

Moved by Stephen

CARRIED

**Motion 32-33: to accept the minutes from May 14, 2014 as amended.**

Date and motion numbers will be fixed by Kendra.

Moved by Kim

CARRIED

1. Financial Report

- a. Bank signing authority

**Motion 32-34: In addition to the Library Manager, Shams-Iqbal Bhaguan Singh Parmar, the following three executive positions have signing authority:**

**Chairperson – Kendra McRee, Vice-Chair – John Buck and Treasurer – Stephen Tao. Linda Munroe will be removed from having signing authority.**

Moved by Steven

CARRIED

- b) Library Operating Grant – discussed during Auditor's presentation

c) Outstanding TOSL payables – looked at legitimate expenses. Stephen and Kendra will follow up with Brian Vance with the GST payable.

**Motion 32-35: The Board move In Camera at 8:20pm**

Moved by Kendra

CARRIED

**Motion 32-36: The Board move Out of Camera at 8:50pm**

Moved by Kim

CARRIED

**Motion 32-37: The Library Manager will seek advice from Nash Giroux on how to be reimbursed for our GST**

Moved by Kendra

CARRIED

d) Amended 2014 Budget – Need to amend the budget again as we assumed the money from the Provincial Government was just for the Slave Lake Library and not all three libraries. Stephen suggested that we do not amend the budget until we get the Endowment Fund figured out.

**Motion 32-38: We enter into an agreement into the establishment of the Slave Lake Municipal Library Fund (an endowment fund)**

Moved by Stephen

CARRIED

f) Capital Reserve Fund/Foundation- Stephen shared that we spend what we can out of the rebuilding fund and the remainder becomes the Capital Reserve Fund. Stephen will look into changing the ty prof account from community to small business to lessen fees.

**Motion 32-39: to change the name of our Rebuilding Fund to the Capital Reserve Fund**

Moved by Ivan

CARRIED

**Motion 32-40: the Board accept the Financial/Treasurer's report**

Moved by Kendra

CARRIED

2. Librarian's report – See report submitted

**Motion 32-41: The Board accept the Librarian's report**

Moved by Sheila

CARRIED

3. Chairperson's Report – We will table Board Governance document and move it to the front end of the next agenda. The Librarian's Performance appraisal was completed.

**Business Arising (Old Business)**

1. Smith Library Update – tabled as Brad was absent
2. Flatbush update – tabled as Brad was absent
3. Fundraising Committee Update – Ivan, Sheila and Kim will connect up through email and meet 30 minutes prior to next meeting with some ideas.
4. Policy Changes – tables as Linda was absent. This will be moved up on the next agenda.

**Business Arising (New Business)**

1. PLS Meeting – tabled due to lateness of meeting. It will move up on the next agenda.

**Motion 32-42: Move to adjourn 10:11 pm.**

Moved by Ivan

CARRIED

Next meeting: August 6, 2014 at 7pm (In Smith?)

Fundraising Committee to meet at 6:30pm

APPROVED AUG 6TH, 2014

*Kendra McF...*