

**Slave Lake Regional Library Board
Regular Board Meeting
Nov. 13, 2013
Library Staff Room 7:00 pm
MINUTES**

Call to order: by Kendra McRee at 7:15 pm

Attendance: Kendra McRee, Stephen Tao, Linda Munroé, Shane Parmar, Philip Lokken arrived at 8 pm from another meeting.

Absent: Peggy Laing, Brad Pearson, John Buck, Kim McConnell, and Ivan Lazarowich. The guests Darcie Acton and the representative for the Community Foundation of North Western Alberta were absent.

Guest: Graham McCullough – left early.

Motion 143-13: to adopt the Minutes of the 2013 AGM as amended

Moved by Linda.

Linda, Philip and Peggy (by e-mail).

CARRIED Those in favor Kendra, Stephen,

Business Arising (Old Business)

1. Fire Truck – The I.O.D.E. has donated for the Fire Truck/ Children so if we do not buy this truck we do not lose this money. There was discussion on the importance of the truck to the community members. Several board members voiced their wish to have the truck inside the library for supervision reasons and for the attraction it holds.

Discussion followed about the insurance. We have \$2 million worth of liability insurance but there is a 10 thousand dollar deductible on that.

Shane will check out the dimensions of the truck and see if it can come through the doors and he will check with the insurance company to see if there are any liability issues with the truck.

2. Confidentiality forms – Shane had forms for all board members in their packages. Those present signed these forms.

3. Town of Slave Lake – while the Town says they are leasing the space to us for \$1 per year, in fact they are charging us for utilities, maintenance and cleaning services. A Formal Agreement should be in place.

The payroll services provided by the Town also need to have a formal agreement. The CPP numbers have been a problem during the audit. Phil to check with the CAO about these agreements.

4. Ivan would like to be appointed to the Program/Fundraising committee.

5. Stephen got quotes from two Accountants but is waiting on a third one. **Decision about the auditor tabled until next meeting.**

6. Axia Invoice. Shane explained the circumstances and confusion about this invoice. The Peace Library System advised us to pay the invoice which we did. The Supernet is an item that should be covered by insurance because we had it before the fire. The Town has said they do not have any more insurance money though. Phil to check on what we can do.

7. Insurance: we just paid for the insurance on the contents of the Flatbush library and the Slave Lake library. This will come due again in January. The Smith insurance comes due in November. We phoned Wanda Sinclair at the M.D to find out if the buildings are covered but have not had a reply.

Handbooks – Mark and Darcy have to return their handbooks.

Business Arising (New Business)

1. **Linda Duplessis** will come down to present the services of the PLS. Shane will try to book her for January 15, 2015 but give her March 12 as a choice.

2. **Angelo Murphy** will do a board development workshop with us as we have so many new members. Shane will try to book him for February 12, 2015.

3. **The Mystery Dinner only made \$400 last time.** So maybe this idea has run its course. The program committee may have some ideas for this and we also should do a fundraiser on Riverboat Days.

4. We have another board vacancy and will table the decision until more of the board can be present for the discussion.

5. Discussion of Shane's Performance Appraisal. Some changes suggested. Linda to contact the Peace about a contract for the Library Manager.

6. Discussion of the budget and the COLA clause. Budget meeting Thursday, November 14, 2014.

Next Meeting will be December 11, 2014 in the Library Staff Room.

Adjourned at 8:59 pm

Approved 
Chairperson Slave Lake Regional Library Board