

Slave Lake Regional Library Board
Regular Board Meeting
September 17, 2014
Library Staff Room 7:00 pm
MINUTES

Called to order: by Kendra McRee at 7:01 pm.

Attendance: Kendra McRee, Shane Parmar (Library Manager), Kim McConnell, John Buck, Phil Lokken, Brad Pearson, Stephen Tao, Herfried Schmidt and Sheila Willis.

Absent: Ivan Lazarowich

Guest : Mary Hastie – Smith Librarian

Motion 32-50: to accept the agenda

Moved by Sheila

CARRIED

Motion 32-51: to accept the minutes from August 6, 2014.

Moved by Herfried

CARRIED

Correspondence:

1. Trustee Application – **Motion 32-52: to accept Brian Pitcairn's application for Board Trustee and pass it on to Town for appointment.**

Moved by Kendra

CARRIED

2. TOSL Payroll Agreement – Shane suggests we look at ours first.

Motion 32-53: to move In camera @ 7:14 pm

Moved by Sheila

CARRIED

Motion 32-54: to move out of camera @ 7:32 pm

Moved by Stephen

CARRIED

Tabled until the next meeting

3. ALTA Newsletter – Kendra passed letter around as information. Add your email if you want to receive this newsletter.

Reports:

1. Financial report

- a) Budget Presentation – We are asking for an increase in money from the Town. Some changes – PLS book reimbursement in not listed as revenue in new budget, added some descriptions of what each line is used for and expense line. Stephen is going to gather information and then present it to the Town and the MD.

Motion 32-55: Table the 2015 budget proposal and Stephen will email past approved and current budget to all Board members to review.

Moved by Brad

CARRIED

Motion 32-56: to accept the financial report as information presented

Moved by Kendra

CARRIED

- b) Bank Account change – This will help to reduce banking fees

Motion 32-57: to switch our Royal Business community Account (085891010354) to RBC Business Essentials Fixed fee plan #4.

Moved by Phil Seconded by John CARRIED

- c) PLS Capital Reserve tabled until next meeting. Phil is going to the PLS meeting.

d) Endowment Fund Update – Looked at the balance and discussed the possibility of putting money into a long term savings. Stephen and Kendra have signed all the documents needed.

e) Outstanding TOSL Payables

a) GST – a letter has been submitted to CRA and we are waiting on the ruling.

b) miscellaneous – Axia – The Town's position is that they are not going to pay the \$8000.00.

2. Librarian's report – See report submitted

Motion 32-58: The Board accept the Librarian's report as information

Moved by Sheila

CARRIED

3. Chairperson's Report

a) Board Governance Document – Tabled to next meeting

b) Policy Changes -Letter of Understanding –Shane will take email to David Joy to discuss. Kendra suggested we table this item until the next meeting when we can revisit this letter and letter from the Town.

Business Arising (Old Business)

1. Smith Library Move Update – Move into the school has been discussed. Mary shared her insights – In the early 1990's the public library was in the school but there were access, janitorial and hours of operation issues. She indicated that back trailer is in bad shape but it could be removed and the main building could still be kept in good standing. Brad indicated that the MD wants the school to survive as it is integral to the Town's survival. The Library may make this viable. Some suggestions were made to visit Kinuso school and Library to gather more information. Mary was asked to detail out the pros and cons in writing and indicate any other problem areas she may see to present to the MD and library board.

Motion 32-59: to accept as information

Moved by Kendra

CARRIED

2. Signs for Flatbush – nothing new to update

3. Fundraising Committee Update Casino application link was found. It was suggested to only apply to Ft. McMurray to get more money. Sheila forwarded the link to Ivan. We do have charity status which is needed for an application.

Motion 32-60: That we fill out the necessary paperwork to apply for a Casino as a way to fulfill our fundraising objective.

Moved by Sheila

CARRIED

Business Arising (New Business)

1. Payroll - included in Budget report.

2. Adult Literacy Program is looking into space at the Library (possibly).

Motion 32-61: Move to adjourn 9:40 pm.

Moved by Brad

CARRIED

Next meeting: October 8, 2014 at 7pm

SIGNED

