

**Slave Lake Regional Library Board  
Regular Meeting  
August 12<sup>th</sup>, 2015  
Library Staff Room  
7:00 pm**

**MINUTES**

**Call to Order:** by Kendra at 7:07 pm

**Guests:** Phil Lokken for Stefan Plouffe

**Attendance:** John Buck, Kim McConnell, Kendra McRee, Brian Pitcairn, Brad Pearson, Sheila Willis, Heather Rideout, Lindsay Weetman

**Absent:** Stefan Plouffe, Herfried Schmidt, Ivan Lazarowich

**Adoption of Agenda: Motion 15:62: to accept agenda as presented**

Moved by Brad CARRIED

**Approval of Minutes for Regular Meeting: Motion 15:63: to accept June 10th, 2015 minutes as amended**

Moved by Sheila CARRIED

**Correspondence:**

Rural Library Conference information – Heather sent by email

**Business Arising (Old Business)**

- 1) Friends of the Library – Heather will put out a Facebook and website message about seeing if anyone is interested in helping form a fundraising society.
- 2) Smith and Flatbush Libraries (Update by MD Brad Pearson) – Brad gave a quick overview of the 2 libraries for Heather and Lindsay.
- 3) Heart & Stroke Foundation / Federal AED Deployment (defibrillator) - Flatbush Community Centre (Update by John Buck) – The AED is sitting at the library. John will go look at it shortly. Training is available for staff and the Heart and Stroke foundation will pay for it. They are currently looking for an instructor and dates.
- 4) Letter of Understanding between TOSL & Library Board – Kim will re-type the document. Kendra will highlight the overlap areas. The Board will review these documents and prepare them for the TOSL.
- 5) Board Governance Document Review – Completed the Appendix section. Kim will get the finalized document to everyone for a quick review at the next meeting.
- 6) Application for Provincial Funding – update – Approximately \$41,005 was sent and we are still waiting for the remaining 25% (13,000).
- 7) Flatbush – Funds for July Programming – Heather will get an update from Lana for the next meeting.

8) PLS allotment – items not yet claimed

**Motion 15:64: to amend Motion 15:64 the amount \$4400.00 to \$4511.39, from June 10, 2015 meeting.**

Moved by Kendra CARRIED

**Motion 15:65: to transfer money from the Capital Reserve Fund to the Operational Budget to cover operating expenses.**

Moved by Sheila Secoded by Brian CARRIED

**Business Arising (New Business)**

1. Change Name on Visa – Heather also asked to see if the statement and end date could be changed to the 27<sup>th</sup> of the month.

**Motion 15:66: to change the name on Visa card #4516 0500 0607 8434 from Lana Gutowski to Heather Rideout.**

Moved by Kendra Secoded by Brad CARRIED

2. Phone for Librarian – Heather's personal phone has a long distance number. She has asked staff to contact her if needed. Heather will let the Board know if the Long Distance calls get to be too much.

3. Policy Binder (Grievance Procedure) – We need to look back through the binder to see where it is.

**Motion 15:67: to go In Camera at 8:32 pm**

Moved by Kendra CARRIED

**Motion 15:68: to go Out of Camera at 8:41**

Heather will work on developing a policy and bring it to the Board for approval

**Reports:**

1. **Financial Report –**

**Motion 15:69: to nominate Lindsay Weetman as Treasurer. Lindsay accepts.**

Moved by John Secoded by Sheila CARRIED

**Motion 15:70: to add Lindsay Anne Weetman (Treasurer) and Heather Jill Rideout (Regional Library Manager) to signing authority.**

Moved by John Secoded by Sheila CARRIED

2. **Librarian's Report –**

**Motion 15:71: to accept Librarian's report as presented.**

Moved by Kendra CARRIED

**Motion 15:72: to go In Camera at 9:22 pm**

Moved by Brad CARRIED

**Motion 15:73: to go Out of Camera at 9:33 pm**

Moved by Brian CARRIED APPROVED

**Confirmation of Next Meeting: September 9th, 2015**

**Adjournment - Motion 15:74: to adjourn meeting at 9:31 pm** Chairperson

Moved by Kendra CARRIED

APPROVED  
*Kendra McRae*  
CHAIRPERSON