

**Slave Lake Regional Library Board
Annual General Meeting and Regular Meeting
November 12, 2015
Library Staff Room
7:00 pm**

MINUTES

Call to Order: by Kendra at 7:05m

Attendance: John Buck, Kim McConnell, Kendra McRee, Sheila Willis, Brad Pearson, Lindsay Weetman, Stefan Plouffe, Herfried Schmidt, Ivan Lazarowich, Lana Gutowski

Absent: Brian Pitcairn,

Adoption of Agenda: Motion 15:89: to accept agenda as amended

Moved by Brad CARRIED

Approval of Minutes for Regular Meeting: Motion 15:90: to accept October 21st, 2015 minutes as amended

Moved by Stefan CARRIED

Correspondence:

1. Newsletter from Community Foundations

Commence Regular Meeting

Business Arising (Old Business)

- 1) Smith Library Move update (Report by MD Rep Brad Pearson)
 - Nothing to update
- 2) RBC Grant (Update by Librarian and Vice Chair John Buck)
 - Lana received an email from the Foundation at the end of the day and she will keep us updated.
- 3) Letter of Understanding – Kendra sent it to the town and was sent an Agreement to Establish an Intermunicipal Library Board document. We accepted this and it will be kept in the Board file at the Library.
- 4) Manager Hiring Update – Letters were sent to candidates for interviews Nov 19th.

Business Arising (New Business)

- 1) STEP funding update – This funding is being reintroduced. We will look into the details and then proceed to possibly hire a summer student. Lana will keep the Board informed.

Reports:

1. **Financial Report** (by Treasurer Lindsay Weetman)
 - A) Endowment Fund Update – No correspondence has been received yet but the Newsletter. Lyndsay will keep working on this.
 - B) Outstanding TOSL payable – Town has agreed to try and bill us quarterly
 - C) Review of Financials- Sales revenue is higher than we budgeted for
 - D) Update re: 2016 Budget – Board looked at the work done to date. Waiting for actuals to come in.

Motion 15:91: Brad and Stefan will present current draft budget to TOSL and MD to assist in their initial deliberations of budget talks.

Motion 15:92: to accept Financial Report as presented

Moved by Kim CARRIED

2. **Librarian's Report** (by Librarian Lana Gutowski) – Lana will email report to Secretary so it can be attached to minutes.

Motion 15:92: to accept Librarian's report as presented.

Moved by Kendra CARRIED

Annual General Meeting

1. Election of Officers:

- a) Chair – Brad nominated Kendra McRee for Chair. Kendra Accepted.
Sheila Seconded CARRIED
- b) Vice Chair – Sheila nominated Stefan Plouffe for Vice Chair. Stefan nominated John for Vice Chair. John declined. Stefan accepted.
- c) Ivan Seconded CARRIED
- d) Secretary – Kendra nominated Kim McConnell for Secretary. Kim Accepted
John Seconded CARRIED
- e) Treasurer – Brad nominated Lyndsay Weetman for Treasurer. Lindsay accepted.
Sheila Seconded CARRIED

2. Signing Authority:

Motion 15:93: that any of the two following signatures are authorized to sign:

Kendra McRee, Stefan Plouffe, Kim McConnell, Lyndsay Weetman

Moved by Kendra Seconded by Ivan CARRIED

3. Auditor:

Motion 15:94: to appoint Nash and Giroux LLP as our auditor for 2015, conditional upon a satisfactory quote and acceptance by the auditor.

Moved by Kendra Seconded by Sheila CARRIED

4. Committees:

- a) Finance – Brad, Stefan, Kendra, Lyndsay
- b) Advocacy - Stefan, Brad
- c) Programming – Kendra, John, Kim
- d) Policy – Stefan, Sheila, Brian
- e) Personnel – Herfried, Ivan, Kendra, John

In Camera: Staffing

Motion 15:95: to go In Camera at 8:53 pm

Moved by Brad CARRIED

Motion 15:96: to go Out of Camera at 9:05 pm

Moved by Kendra CARRIED

Motion 15:97: to backdate Lana's pay from October 1, 2015 to \$35.00 per hour.

Moved by Brad Seconded by Sheila CARRIED

Confirmation of Next Meeting: Wed. December 9th, 2015 at 7 pm

Budget Committee meeting –Nov 23rd at 6 pm

Adjournment

Motion 15:98: to adjourn meeting at 9:10 pm

Moved by Kendra CARRIED

APPROVED

