

**Slave Lake Regional Library Board
Regular Meeting
June 10th, 2015
Library Staff Room
7:00 pm**

MINUTES

Call to Order: by Kendra at 7:04 pm

Guests: Nash Giroux (Frankie & Kyle) – Presentation of Draft Audit

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

Adoption of Agenda: Motion 15:52: to accept agenda as amended
Moved by Stefan CARRIED

Presentation of Draft Audit – They will send office breakdown to help with setting up our budget for next year. They recommended to get bookkeeper to reconcile the restricted recovery fund.

Motion 15:53: to accept audit as presented.
Moved by Brad CARRIED

Approval of Minutes for Regular Meeting: Motion 15:54: to accept May 13, 2015 minutes as amended
Moved by Stefan CARRIED

Correspondence:

1. Insurance – AMSC Business Continuity/Disaster Recovery Program
2. PLS May 9th Board Mtg Highlights
3. PLS letter stating we sent them the \$2000.00
4. PLS Cypress Resume – Staff are getting trained in this
5. Cheque from MD – Population changed. Brad will look into it as it was less than originally indicated

Motion 15:55: to accept Correspondence as presented
Moved by John CARRIED

Business Arising (Old Business)

- 1) Casino Update (Friends of the Library) – no update
- 2) Heart & Stroke Foundation / Federal AED Deployment (defibrillator) - Flatbush Community Centre (Update by John Buck) – playing phone tag
- 3) Letter of Understanding between TOSL & Library Board – update by TOSL rep Stefan Plouffe (General impression is that it's fine. Consensus is to remove duplications such as payroll stuff and they will sign it. We will go through it at next meeting.
- 4) Board Governance Document Review – Finished document. Kim will go through the appendix section and see what meshes with the document.

- 5) Personnel Committee results – Lana’s perspective was given of the two candidates
- 6) Application for Provincial Funding - no update. Auditor will help us with it
- 7) Flatbush – Funds for July Programming – update Lana Gutowski – Looking at a grant to fund it. Another organization will most likely fund it this summer. We could support them with supplies. This program can be looked at year by year with no promise of it running continuously.
- 8) Toy Library – Rotary gave us \$500.00 to start up and another \$250.00 last year. There is no money earmarked for us anymore as they have other fundraising ventures on their plate. Sheri Smears did indicate that they would certainly help us out with whatever fundraisers we need bodies for.
- 9) PLS allotment – We overspent in book purchases (\$2143.74 and \$2238.91).
Motion 15:56: Reallocate funds from the Capital Reserve Fund in the amount of \$4400.00 to be applied to expenditures that we have no funds so we can pay for the PLS allocations.
Moved by Brian Seconded by: John CARRIED

Business Arising (New Business)

1. Raises Implemented as of June 1, 2015. All increases are on par with budget. We will be under budget as we started the raises effective June 1 not retroactive January.

Reports:

1. **Financial Report** – Kendra will email income statements to the Board. Look it over and let her know if anything stands out. Still looking for Treasurer.
2. **Librarian’s Report** (by Lana Gutowski) - Summer hours: Saturday 10-3 for July and August
Motion 15:57: to accept Librarian’s report as presented.
Moved by Kendra CARRIED

Motion 15:58 to go In Camera at 9:05 pm
Moved by Kendra CARRIED

Motion 15:59 to go Out of Camera at 9:25 pm
Moved by Brian CARRIED

Motion 15:60 – Offer Heather Rideout the position of Library Manager subject to the terms in the letter of offer.
Moved by Brian CARRIED

Confirmation of Next Meeting: August 12th , 2015

Adjournment - Motion 15:61: to adjourn meeting at 9:35 pm
Moved by Stephan CARRIED