

Slave Lake Regional Library Board
Regular Board Meeting
February 12, 2014
Library Staff Room 7:00 pm
MINUTES

Called to order: by Kendra McRee at 7:04 pm.

Attendance: Phil Lokken, Kendra McRee, Shane Parmar (Library Manager), Kim McConnell, Brad Pearson, Linda Munroe, Ivan Lazarowich, Stephen Tao. The board presently has 2 vacancies.

Absent: John Buck.

Guests: Linda Duplessis and Carol Downing from the Peace Library System.
Library Staff: Janet Parks, Pat McLeod, Connie McWilliams.

The Library Board had a presentation from Linda Duplessis and Carol Downing of the Peace Library System on the services and mandate of the Peace Library system.

Motion 15-14: to accept the agenda as amended.

Moved by Brad

CARRIED

Motion 16-14: to accept the minutes from January 15, 2014 as amended.

Moved by Brad

CARRIED

Motion 17-14: to move in camera at 8:45 pm.

Moved by Kendra

CARRIED

Motion 18-14: to move out of camera at 9:45 pm.

Moved by Kendra

CARRIED

Motion 19-14: that we advertise for a part-time Library Assistant for (20 hours) a week on a six month contract.

Moved by Brad

CARRIED

Business Arising (Old Business)

1. Fire Truck – Tabled
2. TOSL – lease agreement – utilities will be pro-rated; they are done for 2013 as per the acting CAO Bob Jenkins.
We have a question about the rent we paid last year. A portion of it was covered by Insurance and a portion of it was covered by the Red Cross. What portion did the Red Cross cover? What portion did the insurance cover?
3. Audit 2013 Update – Suzanne, our bookkeeper, has taken all the financial documents to the Auditor, Nash. Our deadline for this is May 31.

4. Axia Invoice – the Mayor said that the Town does not have money at this time. We can petition the Town at a later date.
5. Open seats on the board – Advertise through the Town. Sheila Willis has been appointed by the M.D. to take over from Peggy Lang.
6. Smith move update. Decision tabled.
- 6.1 Rotating Board Meetings.

Motion 20-14: Moved that we have a board meeting in Smith and Flatbush in the Spring and in the Fall.

Moved by Kendra

CARRIED

Motion 21-14: Moved that we abolish the Olive Branch Committee.

Moved by Kendra

CARRIED

7. The McCullough family wants the money they have willed to the library to Be invested in an endowment fund. Steven and Kendra will follow through on this.
8. Signs for the Flatbush library. Brad will check into it with the M.D.
9. Policy changes – Tabled
10. Service Plan for Special Needs Patrons – Shane to research.

Business Arising (New Business)

1. Capital reserve – Donation policy.
2. Technology reserve – There is money left over from the Westlock donation that can be put in this reserve.
3. Transfer of funds from Rebuilding to Operating Account.

Motion 22-14: that Shane checks into all Outstanding Invoices and pays them.

Moved by Kendra

CARRIED

Motion 23-14: that the money specified in the Rebuilding account to be transferred to the Operating Account as well as the COLA remain in the Rebuilding Account as per policy.

Moved by Kendra

CARRIED

4. Public Washrooms – the Town wants the library staff to check the outside washrooms. Shane will bring the concerns to Bob Jenkins.
5. Trophy case / Art Heritage Wall

Motion 24-14: moved that we use \$1000 from the Rebuilding Fund to buy a Trophy Case.

Moved by Kim

CARRIED

6. Past Motion that need to be revisited. Tabled.

7. Donor Wall _ Appreciation
8. Peace Library System Librarian's Meeting is in May.
9. Conferences
10. First Aid Training – Shane to get prices.
11. Vacation coverage.

Reports

1. Finance
2. Librarian's Report

Next Meeting: March 12, 2014 – 7 pm.

Motion 25-14 : Moved to adjourn

10:50 pm

Moved by Ivan Lazarowich

CARRIED

SIGNED _____
CHAIRPERSON

