

**Slave Lake Regional Library Board
Regular Meeting
September 13th, 2017
Library Staff Room
7:00 pm**

MINUTES

Call to Order: by Joy at 7:00 pm

Attendance: Kendra McRee(Manager), Brad Pearson, Joy McGregor, Jean Litz, John Buck, Herfried Schmidt, Kim McConnell, Angela Wright
Absent : Brian Pitcairn, Sheila Willis

Adoption of Agenda: Motion 17:65: To accept agenda as presented
Moved by Brad CARRIED

Approval of Minutes for Regular Meeting:
Approval of regular meeting minutes July 12th, 2017
Motion 17:66: To accept July 13, 2017 minutes as presented
Moved by Angela CARRIED

Correspondence:
Missing positions - email
Jonathan Pretty GIC information
Operating Grant received
Motion 17:67: To accept correspondence as presented
Moved by Herfried CARRIED

Business Arising (Old Business)

1. Smith and Flatbush Libraries – Smith roof approved, dead and old trees in Smith being evaluated, Chairlift in Flatbush, Grant applied for, sign pointing to Flatbush Library on property, Flatbush community hall updates will be coming

2. Policy review by policy sub-committee

Motion 17:68: To approve policy revisions dated September 2017
Moved by Angela Secoded by Brad CARRIED

3. Gift for Lana – All Board Members who have not yet signed the card, do so tonight.

Business Arising (New Business)

1. Election of Board Chair - Tabled
2. Social Media accounts for Archives only & TOSL Archives (Past community events, meeting minutes, council elections etc.) - Any posts will be worked into the existing accounts as the Archivist is only on hand 14 hours per week so likely would have a hard time keeping up with the accounts if they were separate..

3. Signing Authority – This is all updated at the bank.
4. Library Computers- All computers are needing to be updated, 4 adult, 2 kids. Kendra will price them out.
Motion 17:69: To allow Kendra to spend up to \$10,000 for 4 adult computers and \$5,000 for 2 kids computers.
Moved by Kim Seconded by Herfried CARRIED
5. Payroll/Benefits Presentation- Kendra presented the Board with options for doing our own payroll/benefits. Kendra will look into Great West Life and Jubilee for the October meeting.
Motion 17:70: To approve having our bookkeeper do our own payroll and benefits.
Moved by Angela Seconded by Jean CARRIED
6. 2018 Budget, Wage Grid, and Payroll Calculations - Scheduled sub-committee meeting. Kendra will send all info to Board to look over. Finance Committee (Kendra, Joy, Brad, Jean) will meet Oct 5th @ 4pm at the Library

Reports:

1. **Financial Report** (presented by Treasurer)
Motion 17:71: To create 2 GICs of \$ 25,000 each from Capital Reserve for 1 year term or 1 of the GIC's for \$25,000 for 2 year term if interest rate is higher.
Moved by John Seconded by Herfried CARRIED
Motion 17:72: To accept Financial report as presented
Moved by Brad CARRIED
2. **Librarian's Report** (by Kendra McRee)
There were more children than ever participating in the Summer Reading Program. New staff have been hired. Programming will see changes with new programmer.
Motion 17:73: To accept Librarian's report as presented
Moved by Brad CARRIED

In Camera: Motion 17:74: to go In Camera at 9:04 pm
Moved by Brad CARRIED

Motion 17:75: to come Out of Camera at 9:20 pm
Moved by Brad CARRIED

Confirmation of Next Meeting: October 11th, 2017

Adjournment

Motion 17:76: To adjourn meeting at 9:21 pm
Moved by Angela CARRIED

APPROVED:

