

**Slave Lake Regional Library Board**  
**Regular Meeting Minutes**  
**April 10, 2024**  
**SL Library Board Room**  
**6:00 p.m.**

**Call to Order:** by Charlotte Measor at 6:05 p.m.

**Attendance:** Steve Adams, Marcia McDermott, Kendra McRee, Leslie Sargunraj, Charlotte Measor, Jean Litz, Joy McGregor, Herfried Schmidt, Nancy Sand.

**Absent:** Huma Kashif, Angela Wright

**Guests:** N/A

**Adoption of Agenda:**

**Motion 24-21:** to accept the agenda as amended.

Moved by Nancy Sand

**CARRIED**

**Approval of Minutes for Regular Meeting:**

**Motion 24-22:** to approve minutes of the March 13th, 2024, board meeting.

Moved by Steve Adams

**CARRIED**

**Correspondence:**

- Letter from Alberta Municipal Affairs
- GIC statements

**Old Business:**

- 1. GICs:** Rates are different from day to day as are options for terms.

**Motion 24-23:** To give Kendra McRee and Herfried Schmidt the authority to reinvest the 4 GICs maturing before the end of June.

Moved by Nancy Sand

Seconded by Marcia McDermott

**CARRIED**

- 2. Board PD:** Kendra spoke to PLS who recommended a board member attend the May 31, 2024, training in Grande Prairie and then the new board member training June 1, 2024. If someone can attend, let Kendra know.

- 3. Capital Plan/Budget:** The town will be setting up a Capital Reserve but asked for a 7 year Capital Plan. Kendra will work on this and get further direction on what they require. Tabled until such time as she has further information to report.

#### **New Business:**

- 1. Northwestern Alberta Foundation Tour:** This is the people that administer the Endowment fund. They will be at the Legacy Center May 7, 2024, from 10-12 if anyone wants to attend.
- 2. Used computers:** The computers that have been replaced in the libraries are wiped by PLS. A suggestion has been made to donate one of the computers to Gentle Ben Society in Smith. There are two others that staff are interested in purchasing. Suggested that each staff donate to the library.
- 3. 2023 Town of Slave Lake invoice:** The amount on the TOSL invoice for Maintenance and Utilities is about \$2000 less than expected but this should not be an expectation going forward, this was reported for information only.

#### **4. Restricted Funds:**

**Motion 24-24:** To move any money received from the Endowment Fund and the Calgary Foundation to a restricted account to be used as per Endowment Agreement for 2023 moving forward.

Moved by Steve Adams

Seconded by Nancy Sand

**CARRIED**

#### **Reports:**

- 1. Financial Report** presented by Herfried Schmidt  
No concerns with financials to this point.

**Motion 24-25:** to accept the Financial Report as presented.

Moved by Herfried Schmidt

Seconded by Marcia McDermott

**CARRIED**

- 2. Manager's Report** presented by Kendra McRee.  
Some highlights include:

- March had 34 programs run with 1111 participants.
- She has been working on updating the Emergency Response Plan

Flatbush: Has new classes in the works. Had a couple of craft days with 2 kids and 2 adults participating.

Smith: Closed from Mach 9-16 due to the sewer issues. Still had 9 programs with 57 children and 30 adults participating.

**Motion 24-26:** to approve Manager's report as presented.

Moved by Steve Adams

**CARRIED**

**3. Counsellor's reports:**

**Town of Slave Lake Report:** Moving forward on the Capital Reserve plan

**MD Lesser Slave River:** Nothing to report.

**Confirmation of Next meeting:** May 8, 2024, at 6:00 PM

**Adjournment:**

**Motion 24-27:** to adjourn the meeting at 7:00 pm

Moved by Steve Adams

**CARRIED**

*Charlath Measor*

