

**SLAVE LAKE REGIONAL LIBRARY BOARD**  
**REGULAR MEETING**  
**January 9th, 2019**  
**LIBRARY STAFF ROOM**  
**7:00 PM**

**MINUTES**

**Call to order:** by Angela Wright @ 7:00 PM

**Guest:** none

**Attendance:** Angela Wright, Becky Peiffer, Joy McGregor, Jean Litz, Charlotte Measor, John Buck, Brian Pitcairn, Graham McCullough, Kendra McRee, April Steele

**Absent:** Herfried Schmidt

**Motion 19:01:** Adoption of Agenda: To accept agenda as presented  
Moved by Becky Peiffer CARRIED

**Motion 19:02:** Approval of Minutes for Regular Meeting November 7<sup>th</sup>, 2018  
Moved by Jean Litz CARRIED

**Correspondence:**

1. Brochures from Government of Canada - Connecting Families initiative
2. Municipal Council and Library Board roles & responsibility, we will address at March meeting
3. Letter PLS – allotment invoice Jan-June 2019
4. Telus – updates to the Libraries phone plans
5. PLS Meeting highlights

**Motion 19:03:** To accept the correspondence as information  
Moved by Becky Peiffer CARRIED

**Business Arising (Old Business)**

1. Smith and Flatbush Libraries - Lift is in Flatbush but not operational yet. Flatbush location signage ongoing.
2. Update 2019-2023 Plan of Service – Committee advises should be ready by February's meeting.
3. December 11, 2018 Intermunicipal Meeting - Kendra presented to the Intermunicipal Council. The Town and MD have tentatively approved the Library's ask for contributions.
4. Naloxone Training for Library Staff – Kendra has tentatively set up the training for the library staff. Joy McGregor will look into legal liabilities, etc. If there are any issues the board has decided to have Kendra cancel the course for the staff.
5. PLSB Symposium – Kendra will be attending, Charlotte is on cancellation list.
6. Slave Lake Legacy Scholarship - Joy recommends that the Library Board take over the Legacy Fund and all members to review applications.

**Motion 19:04:** To take over the Slave Lake Legacy Scholarship  
Moved by Joy McGregor Seconded by Graham McCullough CARRIED

7. Technology Plan – 2019 Computer Purchase. PLS evaluated the library's needs and provided a technology plan for the library. Technology plan to be worked into budget yearly.

**Motion 19:05:** To spend up to \$10,000.00 for new technology  
Moved by Joy McGregor Seconded by John Buck CARRIED

**Business Arising (New Business)**

1. U of A Partnership Discussion - After discussion the Board felt that the Research in a Suitcase would be a good program to partner with the U of A.
2. Banning problem Patrons – Library Code of Conduct. Policy 6.0 Code of Conduct for Patrons was reviewed and updated. Library staff to enforce new procedures.

**Motion 19:06:** To approve updated Policy 6.0 Code of Conduct for Patrons.

Moved by John Buck CARRIED

3. Slate of Trustees – updated
4. Confidentiality Agreement - All Board members present signed.
5. PLS Allotment Percentages – Flatbush to 7%, Smith to 10%, Slave Lake to 83%.

**Motion 19:07:** To approve allotment % changes.

Moved by Becky Peiffer Seconded by Joy McGregor CARRIED

6. Auditor Appointment for 2018 – Nash Giroux

**Motion 19:08:** To approve Nash Giroux Chartered Professional Accountants to continue as Auditor.

Moved by Brian Pitcairn Seconded by April Steele CARRIED

7. Meeting with Scotia Bank - Tabled till February's meeting.

**Reports:**

1. **Financial Report** (presented by Treasurer)

**Motion 19:09:** Reinvest matured GIC for 1-year term. Interest earned to be deposited in account.

Moved by Joy McGregor Seconded by Becky Peiffer CARRIED

**Motion 19:10:** To accept financial report as presented

Moved by John Buck Seconded by Brian Pitcairn CARRIED

2. **Library Manager's Report** (by Kendra McRee) Two-month report. New Art Wall in place until January 16<sup>th</sup>, 2019, Stats collected for final report, All admin work completed. Updated everything for 2019. Working on Plan of Service. Through cleaning of the Library completed. 6 exam proctors done in November and December.

**Motion 19:11:** To accept Librarian's report as presented

Moved by April Steele CARRIED

**Motion 19:12:** To go into closed session at 9:35 PM

Moved by Joy McGregor CARRIED

**Motion 19:13:** Out of Closed session at 9:55 PM CARRIED

**Confirmation of Next Meeting:** February 6<sup>th</sup>, 2019 @ 6 pm

**Adjournment:** **Motion 19:14:** To adjourn meeting at 9:57 PM

Moved by Joy McGregor CARRIED

*Congala Doughty*  
Chair  
Slave Lake Library