

Slave Lake Regional Library Board
Regular Meeting Minutes
May 11, 2022
TOSL Council Chambers
6:00 p.m.

Call to Order: By Angela Wright at 6:07 p.m.

Attendance: Angela Wright, Charlotte Measor (via Zoom), Jean Litz, Huma Kashif, Marcia McDermott, Herfried Schmidt, Brandy Bolianatz, Kendra McRee

Absent: Nancy Sand, Kim Hughes, Joy McGregor

MOTION 22-34: To adopt the agenda as presented.

Moved by Marcia McDermott

CARRIED

MOTION 22-35: To approve the minutes of the April 13, 2022, Regular Meeting as presented.

Moved by Charlotte Measor

CARRIED

Correspondence:

- Community Foundation of Northwestern Alberta – Endowment fund
 - Received a larger grant for 2021 due to a generous donation to the Endowment Fund

Business Arising (Old Business)

1. Rural Libraries News – presented by Kendra McRee
 - Flatbush
 - Card making day in June
 - Playschool story time
 - 142 items lent.
 - Smith
 - Had several events in April, including:
 - Movie afternoon.
 - Egg decorating and Easter egg hunt
 - 163 items lent.
2. Accountants
 - Decision to be made in respect to with Accounting firm to proceed with.
3. Smith and Flatbush Library – Lease Agreements from MD
 - Table to next meeting.
 - Brandy to follow up.
4. Slave Lake Legacy Scholarship
 - Deadline for submission is June 1st.
 - Joy to present at the June 8th meeting

Business Arising (New Business)

1. Board Trustee Appointment - Renewal
 - Huma Kashif's term has been renewed for another three years (to April 2025).
2. Performance Review – Kendra McRee
 - Sub-committee to meet May 25th in Library Boardroom at 5:00 p.m. and June 8th at 5:00 p.m. to finalize.
3. Audit Presentation
 - Frankie from Nash Giroux to present at the June 8th meeting.
4. Naloxone Training
 - Kendra to speak to staff to see if there is interest in Naloxone training (nasal spray only) through St. John's Ambulance.

MOTION 22-36: To approve Naloxone training (nasal spray only) should staff be interested.
Moved by Jean Litz **CARRIED**

5. Budget Presentation to MD
 - Presentation made to MD Council information provided on each library.
 - MD Council was impressed with the presentation and had no issues with the increase in MD contribution for this year.
 - MD Council had the following comments:
 - Councilor Brad Pearson suggested applying for PLS grants for Indigenous programming.
 - Would like to see a link for Smith and Flatbush library events on various discussion boards for advertising to reach larger audiences.
 - Flatbush website is not being kept up / some information is outdated.
 - Community assessments – what programming would community like to see made available?
 - Smith and Flatbush can send information to Brandy for advertising on the MD platforms. Charlotte will see if we could utilize Canyon Creek and Widewater platforms as well.

Reports

1. Financial Report
 - Kendra and Jean spoke to Financial Report. Most notable was that TOSL maintenance and utilities bill was higher than expected and resulted in Repairs & Maintenance category on the Comparative Income Statement being over budget.
 - Smith and Flatbush Furniture adjusting entries for 2021 forthcoming

MOTION 22-37: To accept the Financial Report as presented.
Moved by Marcia McDermott Seconded by Huma Kashif

CARRIED

2. Library Manager's Report

- Kendra McRee provided an update of activities for the month of April. Highlights include:
 - Reviewed and approved April carts.
 - Additional audit information to Nash Giroux.
 - Hiring new staff.
 - Presentation to MD Council.
 - Programmer job advertisement.
 - Flatbush and Smith libraries visits.
 - Indigenous programming research.
 - Met with member looking to set up chess club.
 - Borrowed 707; items lent 1,106; patrons 1,572.
 - Programmer Outreach interviews for maternity leave.
 - Programming for April included – guessing game; craft in a bag; book club; writers group; Reel Talk; Vanderwell Craft Kits; Easter egg colouring; Easter Bunny photos; story time; Monday movie; laser tag; after school club; plant library.

MOTION 22-38: To accept the Library Manager's Report as presented.

Moved by Herfried Schmidt

CARRIED

MOTION 22-39: To go into Closed Session: Personnel at 7:54 p.m.

Moved by Angela Wright

CARRIED

MOTION 22-40: To come out of Closed – Personnel Session at 8:47 p.m.

Moved by Marcia McDermott

CARRIED

MOTION 22-41: To retain a new auditor for the 2022 fiscal year.

Moved by Marcia McDermott

Seconded by Huma Kashif

CARRIED

MOTION 22-42: To obtain approval from the MD and Town of Slave Lake councils to utilize Rebryna Dana LLP as the new auditor for the 2022 fiscal year.

Moved by Charlotte Measor

Seconded by Huma Kashif

CARRIED

Confirmation of Next Meeting: June 8, 2022, at 6:00 p.m.

MOTION 22-33: To adjourn the meeting at 9:00 p.m.

Moved by Brandy Bolianatz

CARRIED

Angela Wright
Chair