

Slave Lake Regional Library Board

Regular Meeting Minutes

November 16, 2022

SL Library Board Room

6:00 p.m.

Call to Order: by Angela Wright at 6:00p.m.

Attendance: Angela Wright, Marcia McDermott, Huma Kashif, Joy McGregor, Kendra McRee, Jean Litz, Charlotte Measor, Leslie Sargunaraj, Steve Adams

Absent: Herfried Schmidt, Nancy Sand

Motion 22-103: to accept the agenda as amended with the addition of conflict of interest/ non-disclosure agreements and Elections.

Moved by Joy McGregor

CARRIED

Motion 22-104: to approve minutes of the October 12, 2022 board meeting.

Moved by Charlotte Measor

CARRIED

Correspondence: none

Closed Session: Personnel

Motion 22-105: to enter closed session at 6:05pm

Moved by Marcia McDermott

CARRIED

Motion 22-106: to leave closed session at 6:28pm

Moved by Steve Adams

CARRIED

Guests: n/a

Old Business:

1. **Rural Library News:** Presented by Kendra McRee

Flabush

- October was a quiet month for this library
- There's no playschool right now so there aren't as many story times happening
- November newsletter went out
- Card making class coming up

- Smith**
- Busier this past month with lots of new people to the library
 - They had 20 people at the first movie day and 23 people at the second one
 - Had a could adult craft days
 - New shelving going in

2. **Budget committee update:** Proposed budget presented from the committee.

Motion 22-107: to approve 2023 budget as presented.

Moved by Jean Litz, Seconded by Huma Kashif

CARRIED

New Business:

1. **New Town of Slave Lake Representative:** Welcome to Steve Adams

2. **New Board Trustee:** Welcome to Leslie Sargunaraj

3. **Update Slate of Trustees:** All Trustees reviewed their contact information. Updates were made and Leslie's information was added.

4. **Conflict of Interest/non-disclosure agreements:** Steve Adams and Leslie Sargunaraj signed same

5. **Elections:** Elections held. Executive as follows:

Chair: Angela Wright

Vice-Chair: Charlotte Measor

Treasurer: Jean Litz

Secretary: Marcia McDermott

Budget Committee: Jean Litz, Steve Adams, Nancy Sand, Charlotte Measor and Angela Wright

Personnel Committee: Marcia McDermott, Huma Kashif, Leslie Sargunaraj, Herfried

Schmidt and Angela Wright

Policy Committee: Nancy Sand, Charlotte Measor and Angela Wright

Plan of Service: Huma Kashif, Joy McGregor, Steve Adams, Nancy Sand and Angela Wright

Motion 22-108: to accept all nominations and appointments to committees. Moved by Joy McGregor

CARRIED

Reports:

1. Financial Report presented by Jean Litz.

- Some budget lines are over but not without explanation
- By January the number should be really close to what they will actually be as more invoices will have been received by then.

Motion 22-109: to accept the Financial Report as presented.

Moved by Steve Adams, Seconded by Charlotte Measor

CARRIED

2. Manager's Report presented by Kendra McRee.

Some highlights include:

- completing her regular administrative duties
- Updated the tech plan
- Created a work plan for new volunteers
- Had a staff meeting and completed scheduling
- 20 programs ran with 925 people participating. 501 of those were for the Haunted House that was well received by all who attended.

Motion 22-110: to approve Manager's report as presented.

Moved by Marcia McDermott **CARRIED**

Motion 22-111: As several board members are unable to attend a meeting in December, the next board meeting will be held in January.

Moved by Joy McGregor

CARRIED

Confirmation of Next meeting: January 11, 2023, at 5:30 PM

Motion 22-112: to adjourn the meeting at 7:45 PM

Moved by Steve Adams

CARRIED

Email motion - November 16, 2022

Motion 22-113: for Kendra to pay a retainer up to \$1000.00 to Reynolds, Mirth, Richards & Farmer to obtain legal advice regarding a personnel matter.

Moved by Marcia Dermott Seconded by Joy McGregor

CARRIED



