

**Slave Lake Regional Library Board  
Regular Meeting Minutes  
February 8, 2023  
SL Library Board Room  
6:00 p.m.**

**Call to Order:** by Angela Wright at 6:05p.m.

**Attendance:** Angela Wright, Marcia McDermott, Huma Kashif, Joy McGregor, Kendra McRee, Charlotte Measor, Leslie Sargunaraj, Steve Adams, Herfried Schmidt

**Absent:** Nancy Sand, Jean Litz

**Motion 23-10:** to accept the agenda as amended with the deletion of 2 items.

Moved by Charlotte Measor

**CARRIED**

**Motion 23-11:** to approve minutes of the January 11, 2023 board meeting.

Moved by Steve Adam

**CARRIED**

**Closed Session: Personnel**

**Motion 23-12:** to enter into closed session at 6:10 pm.

Moved by Steve Adams

**CARRIED**

**Motion 23-13:** to leave closed session at 6:18pm.

Moved by Marcia McDermott

**CARRIED**

**Guests:** n/a

**Correspondence:** GIC notices to be discussed later in the meeting

**Old Business:**

1. **Rural Library News:** Presented by Angela Wright

**Flatbush** – Looking for applicants for new staff

**Smith** – Movies have been well attended. Smith Library was the recipient of a popcorn machine that Kaltire gave away. They had a puzzle day that was also well attended.

2. **Plan of Service Committee:** they met and made a plan for meetings and consultations moving forward.

3. **GICs:** It was decided to have the GICs roll into the operating account for the time being and look at what would be a better return, having them in a GIC or Savings Acct as some Savings Accts have decent rates of return.
4. **VOIP Phones:** As there is no problem with the phone lines as it sits, it was decided to leave everything as is until there is more information available from other libraries who may be using these phone lines.
5. **2023 Budget:** Kendra has updated the budget to include cost of security and added to expense lines for Smith and Flatbush. Same was sent to Nancy and Steve to provide to their respective counsels.

**New Business:**

1. **Security Personnel:** Kendra will hire a Security Company to provide Security Services to the library building 4-8pm Monday to Friday and 10am -5pm on Saturday.
2. **Reserve Funds:** the Budget Committee will meet with Sherida and decide what reserve funds are needed to allow for saving for expenditures each year
3. **Annual Surveys and Reports:** Kendra will have these out to board members to review and approve ASAP and then she will send them in.

**Reports:**

1. **Financial Report** presented by Angela Wright.
  - Everything appears to be on track

**Motion 23-14:** to accept the Financial Report as presented. Moved by Joy McGregor, Seconded by Steve Adams

**CARRIED**

2. **Manager's Report** presented by Kendra McRee.

Some highlights include:

- All employees are now under contract
- Library is participating in the Homeless Estimation Project
- January had 35 programs run with 753 participants

**Motion 23-15:** to approve Manager's report as presented. Moved by Herried Schmidt

**CARRIED**

**Confirmation of Next meeting: March 8, 2023, at 6:00 PM**

**Motion 23-16:** to adjourn the meeting at 7:35 pm. Moved by Huma Kashif

**CARRIED**

**Motion 23-17:** to approve 2023 Survey for the Slave Lake Regional Library Board and the 2022 Annual Reports to Public Library Services Branch for Slave Lake, Smith and Flatbush Libraries.

Moved By Joy McGregor

**CARRIED**

**Email Motion Monday, February 27, 2023**

**Motion 23-18:** to change the Flatbush Library hours to Tuesday, Wednesday, Thursday, still having open hours set at 16 hours a week and open at least one evening a week.

Moved by Marcia McDermott

**CARRIED**

*Charlotte Meuser*

