COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – APRIL 25, 2016

<u>**Members Present:**</u>

Irene Van Brabant (Chairperson), Councillor Laurent Amyotte,
Lorna Conner, Connie Currey, Eleanor Zimmerman
Betty Way (Recording Secretary/Treasurer).

Regrets: Councillor Dwight Dach
**   Joanne Paquette**

1. <u>**CALL TO ORDER:**</u>

   Irene Van Brabant called the meeting to order at 1:30 p.m.

   At 1:40 p.m. Daphne Schnurer, Library Manager for the Elk Point Municipal Library was welcomed to the meeting.
   Daphne Schnurer spoke of the economic downturn and how the Library is keeping up with computer usage for those taking on-line courses and shared the many events taking place at the Library. TRAC Cards with an information package were handed out to all Members. Daphne left the meeting at 3:00 p.m.

   a. Additions to Agenda:
      Addition to Item 7. Correspondence – Board Basics: Penhold.

   Councillor Laurent Amyotte moved that Agenda be accepted as amended. **Carried.**

2. <u>**MINUTES OF MEETING:**</u>

   The Minutes of the February 23, 2016 Regular Meeting were distributed to Members.

   Connie Currey moved that the Minutes be approved as circulated. **Carried.**

3. <u>**TREASURER'S REPORT:**</u>

   Members glanced over Treasurer's Report, January 1 – April 21, 2016 as presented.

Funds Received -	$128,144.08
Expenses Paid Out -	97,896.89
Bank Balance to April 21, 2016	$ 30,247.19
Total Committed Funds -	$ 6,267.44
Total Non-committed Funds -	$ 23,979.75

   Motion that Treasurer's Report be approved as amended, moved by Lorna Conner.
   Carried.

4. **N.L.L.S. REPORT:**

Councillor Laurent Amyotte stated that no meeting of the Executive had taken place since our last Board Meeting. Update was given to Members with mention that their Manuals and Policies are being reviewed.

Councillor Laurent Amyotte moved that his Report be accepted as presented. **Carried.**

5. **BUSINESS ARISING FROM MINUTES:**

a. **Puppet Show – March 10, 2016:**
Good reviews were heard overall about the Puppet Show Presentation.

b. **2016 ALC – Jasper, April 28 – May 1/16 – Transportation Confirmation:**
Confirmation of transportation arrangements was outlined.

Irene Van Brabant was pleased to shared with Members that funding assistance for our Librarians attending the 2016 ALC was received in the amount of $1,000.00.

c. **Memo to Librarians – Sick Leave/Family Medical Benefits Policy:**
Members glanced over the Memo addressed to our Librarians with change to the County of St. Paul's Policy and Standards HR-29, relating to Sick/Leave and Family Medical Benefits Policy, effective January 1, 2016, whereby Librarians will be provided with three (3) flexible days per year.

6. **NEW BUSINESS:**

a. **Library Statistics/Time Sheets:**
Members glanced through Library Statistics from January – March along with March and April Time Sheets.

b. **Library Tour 2016:**
After some discussion as to where our Tour will lead this year, Eleanor Zimmerman moved that the 2016 Board Tour be to the Bonnyville and Cold Lake Libraries in September with date to be chosen later. **Carried.**

c. **2015 Statement of Receipts and Disbursements – Approval April 12, 2016:**
Members were informed that our 2015 Statement of Receipts and Disbursements was approved on April 12, 2016 by Synergy Chartered Accountants. Documents shall now be forward to Alberta Municipal Affairs for their review.

    d.   **Accounts Payable:**
Members glanced over our Accounts Payable Register;
February 23 – April 21, 2016 - totaling $94,031.40

Councillor Laurent Amyotte moved that our Accounts Payable Register be approved as presented. **Carried.**

7.   <u>**CORRESPONDENCE**</u>:
- 2016 Budget – County Council Funding Acknowledgement:
Letter read in appreciation of our funding received.

Members glanced through a number of upcoming Workshops.

8.   <u>**NEXT MEETING:**</u>
It was determined our next scheduled Meeting be May 30, 2016 – 1:30 p.m.

9.   <u>**ADJOURNMENT:**</u>
At 3:45 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

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Date   **Chairperson**