

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – NOVEMBER 27, 2013

Members Present:

**Irene Van Brabant (Chairperson), Councillor Dwight Dach (Vice-Chair),
Councillor Laurent Amyotte, Lorna Conner, Angela Lorensen,
Eleanor Zimmerman, Connie Currey, Betty Way (Recording Secretary/Treasurer).**

1. CALL TO ORDER:

Irene Van Brabant called the meeting to order at 1:46 p.m.

- a. Additions to Agenda:
 - Item 6.g. Member Introduction

Lorna Conner moved that Agenda be accepted as amended. **Carried.**

2. MINUTES OF MEETING:

The Minutes of October 7, 2013 Meeting were distributed to Members.

Councillor Dwight Dach moved that the October 7, 2013 Meeting Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 - November 22, 2013 as presented.

Funds Received -	\$119,302.81
Expenses Paid Out -	<u>114,901.85</u>
Bank Balance to November 22, 2013	\$ 4,400.96
Total Committed Funds -	<u>\$ 2,155.30</u>
Total Non-committed Funds -	\$ 2,245.66

Motion that Treasurer's Report be approved as presented, moved by Eleanor Zimmerman. **Carried.**

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

Councillor Dwight Dach presented his thorough Report to the Board speaking highly of the Alberta wide borrowing of books with a one card system. Mention of the purchase of 150 computers for all of partner Libraries.

Connie Currey moved that Councillor Dwight Dach's report be accepted as presented. **Carried.**

5. **BUSINESS ARISING FROM MINUTES:**

a. **Library Funding Proposal – CNRL:**

Members discussed the possibility of CNRL's funding contribution and noted that Connie Currey will draft a letter, specifying just where this funding, amounting to under \$1,000.00 would be utilized. Letter shall be drafted to CNRL. Item will be brought back to next meeting.

b. **Library Tour Follow-Up:**

Members discussed details of the day with concern rising from the Mallaig School when speaking with Principal Tom Whitfield of protocol to be taken when inappropriate material from unauthorized sites is viewed by patrons. Irene Van Brabant informed the Board of her talk with Kerry Trottier, Library Manager, St. Paul Municipal Library, commenting on a specific waiver form that all Libraries would use for their patrons.

Eleanor Zimmerman suggested that NLLS should be on top of networking in such areas.

Councillor Dwight Dach then commented that this issue will be brought forth at the next NLLS Executive Meeting.

6. **NEW BUSINESS:**

a. **Library Statistics:**

Members glanced through stats of the Ashmont and Mallaig Libraries throughout the months of July, August and September 2013.

b. **NLLS – Tower Upgrade for Libraries:**

As spoke of earlier in Councillor Dwight Dach's Report, Irene Van Brabant commented on announcement from NLLS that the Ashmont and Mallaig Libraries will each be receiving three new computer towers.

NLLS 2014 Levy:

Members discussed the increase to the NLLS 2014 Levy, which would see to a \$4.8756 per capita rise, amounting to a \$566.43 increase from last year. The total Levy for 2014 would be \$28,887.93.

c. 2014 ALC Jasper, April 24-27:

Interested Members will confirm their attendance with outcome based upon our 2014 Budget planning.

Eleanor Zimmer moved that above noted item be tabled to next meeting.
Carried.

d. Accounts Payable:

Members glanced over our Accounts Payable Register, October 7 – November 21, 2013, totaling \$3,503.06.

Angela Lorensen moved that our Accounts Payable Register be approved as presented. **Carried.**

e. ATB – Cheque Signing Authorization:

Noted from our Organizational Meeting appointments, new Member, Councillor Laurent Amyotte will await confirmation of appointment to be made at ATB Financial, signing proper documentation.

f. 2014 Budget Preparation:

Members discussed in detail outline of our Preliminary Proposed Budget, making necessary adjustments. With our Operating Grant of \$77,303.00, combining Provincial Grant of \$32,291.00 and our Proposed Funding for 2014 increase to \$25,000.00, our estimate of Projected Revenue will total \$135,154.66. Allocation Funds for Ashmont and Mallaig Public Libraries increased to \$3,500.00 with Service Agreement Funding for Elk Point and St. Paul Municipal Libraries increasing to \$40,000.00. Our total of Expenses Paid Out - \$133,112.93, leaving our Balance of Budget Remaining at \$2,041.73.

Eleanor Zimmerman moved that the Library Board 2014 Proposed Budget be approved as amended. **Carried.**

Councillors, Dwight Dach and Laurent Amyotte, along with Sheila Kitz, CAO, will present the Library Board 2014 Proposed Budget at the next meeting of County Council on December 10, 2013.

g. Member Introduction:

Irene Van Brabant announced that Councillor Laurent Amyotte and Claudette Webber will be informed of upcoming Workshops.

7. CORRESPONDENCE:

Service Agreement Funding acknowledgements from St. Paul and Elk Point Municipal Libraries.

8. **NEXT MEETING:**

The next meeting of the Board was scheduled for December 17, 2013 – 12:00 p.m., commencing with a Christmas Ukrainian Luncheon, ordered through DAC Catering.

9. **ADJOURNMENT:**

At 4:10 p.m., Councillor Dwight Dach moved that the meeting be adjourned.
Carried.

Date

Chairperson