

COUNTY OF ST. PAUL NO. 19
LIBRARY BOARD MEETING
MINUTES – NOVEMBER 5, 2012

Members Present:

Irene Van Brabant (Chairperson), Councillor Alphonse Corbiere (Vice-Chair), Councillor Dwight Dach, Lorna Conner, Angela Lorenson, Eleanor Zimmerman, Connie Currey, Betty Way (Recording Secretary/Treasurer).

1. CALL TO ORDER:

At 1:41 p.m., Irene Van Brabant called the meeting to order.

Additions to Agenda:

No additions were made to the Agenda.

Councillor Dwight Dach moved that Agenda be accepted as presented. **Carried.**

2. MINUTES OF OCTOBER 1, 2012 MEETING:

The Minutes of the October 1, 2012 meeting were distributed to Members.

Councillor Dwight Dach moved that these Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – November 2, 2012 as presented.

Funds Received -	\$86,776.63
Expenses Paid Out -	<u>70,736.23</u>
Bank Balance to November 2, 2012	\$16,040.40
Total Committed Funds -	<u>\$ 4,490.39</u>
Total Non-committed Funds -	\$11,550.01

Motion that Treasurer's Report be approved as presented, moved by Councillor Alphonse Corbiere. **Carried.**

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

Councillor Dwight Dach briefed Members in on a very detailed report of current happenings, announcing a five percent Levy increase overall, along with a five percent increase to the Book Allotments.

Eleanor Zimmerman moved that Councillor Dwight Dach's N.L.L.S. Report be accepted as presented. **Carried.**

5. BUSINESS ARISING FROM MINUTES:

a. Policies and Procedures:

Irene Van Brabant stated that this item will be brought back to our next meeting when our Manual will be given final approval.

It was discussed that a per diem of \$165.00 be paid to Members for every day that they are in attendance at a Conference/Workshop.

Councillor Dwight Dach then moved that this notation of per diem fees be set out in our Policy and Procedure Manual stated as follows under:

3. Finance Policy 3.1 General

F. Reimburse participants at the Annual Conference for travel, accommodation and registration fees as per diem rates set by the County of St. Paul No. 19. **Carried.**

b. Mallaig Public Library Statistics:

Members briefed through statistics throughout the months of July to September.

c. NLLS Report – Clarification:

As spoke of earlier.

d. Remuneration for Meetings:

This item being clarified as noted above.

e. Board Basics Workshop – Wainwright, October 20, 2012:

Being announced that no Board Members were in attendance.

f. CAP Funding – Letters:

Members were reminded to forward their letters expressing their disappointment to the end of the program funding. Connie Currey stated her letter has been sent.

g. 2013 Alberta Library Conference – Jasper:

Irene Van Brabant reminded Members of upcoming Conference in April and which Members may have interest in attending. Date is yet to be determined.

Councillor Dwight Dach moved that Angela Lorenson, Betty Way and Councillor Alphonse Corbiere be granted attendance at the Alberta Library Conference in Jasper. **Carried.**

6. NEW BUSINESS:

a. Needs Assessment Survey:

Members glanced over a new draft of the Survey, which the Ashmont and Mallaig Public Libraries will conduct. Results will be tallied by the 14th of December and brought back to our meeting on December 17, 2012.

b. Mileage Increase:

Members were informed of a mileage increase from \$.50 per km. to \$.52 per km.

Councillor A. Corbiere moved that this increase be accepted by the Board. **Carried.**

c. 2013 Draft Budget Preparation:

Members discussed the 2013 Budget in detail, determining the outcome of our income and expenses for the coming year. Finalization of our 2013 Budget will be brought forth at our next meeting.

d. Accounts Payable:

Members glanced over our Accounts Payable Register, dated October 1 to November 2, 2012, totaling \$2,050.80.

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

It was brought to the table that Betty Way be granted an Honorarium for her services to the Board, noting that this Honorarium be reviewed yearly by the Board.

After a discussion, Councillor Dwight Dach moved that Betty Way be granted an Honorarium in the amount of \$400.00. **Carried.**

7. CORRESPONDENCE:

None to mention.

8. **NEXT MEETING:**

The next meeting of the Board was set for Monday, November 26, 2012 at 1:30 p.m. along with a pre-booked date of December 17, 2012 – 1:30 p.m.

9. **ADJOURNMENT:**

At 3:40 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

Date

Chairperson