

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – APRIL 23, 2018

Members Present:

Lorna Conner, Connie Currey, Councillor Laurent Amyotte, Councillor Maxine Fodness, Corrine Wieler-Harris, Levina Ewasiuk, Laverne Wilson, Betty Way (Recording Secretary)

1. CALL TO ORDER:

Lorna Conner called the meeting to order at 5:00 p.m.

- a. Additions to Agenda:
No additions were made to the Agenda.

Councillor Maxine Fodness moved that the Agenda be accepted as presented. **Carried.**

2. MINUTES OF MEETING:

The Minutes of March 28, 2018 Meeting were distributed to Members.

Connie Currey moved that the March 28, 2018 Minutes be approved as presented. **Carried.**

3. TREASURER’S REPORT:

Members glanced over Treasurer’s Report, January 1 – April 20, 2018 as presented.

Funds Received -	\$130,293.07
Expenses Paid Out -	<u>102,012.88</u>
Bank Balance to April 20, 2018	\$ 28,280.19
Total Committed Funds -	<u>\$ 8,253.54</u>
Total Non-committed Funds -	\$ 20,026.65

Motion that Treasurer’s Report be approved as presented, moved by Laverne Wilson. **Carried.**

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

Councillor Laurent Amyotte reported that NLLS is in the process of re-doing their Policies along with other happenings.

5. **BUSINESS ARISING FROM MINUTES:**

a. **ALC 2018 – April 26-29, 2018, Jasper:**

Members confirmed their means of transportation with a number of Members travelling with the Sunnyside Van.

Lorna Conner informed the Board that ALC Registration Fees have been reimbursed from the County of St. Paul for Councillors, Laurent Amyotte and Maxine Fodness and for Betty Way. These Fees estimated a total of \$724.50.

6. **NEW BUSINESS:**

a. **Minister's Award for Excellence:**

Lorna Conner informed the Board that Pauline Dechaine was not chosen for the Minister's Award and will plan to attend the Alberta Library Conference.

b. **Needs Assessment:**

Members briefed through the Library Service Survey and acknowledged a few changes that were made, along with an addition which will state:

Do you find diversity of material adequate? __ Yes __ No

Corrine Wieler-Harris spoke of a measurable time frame to have these Surveys available to the public, noting that Surveys will be compiled at the end of December. Surveys will be handed out by our Librarians.

c. **Synergy Chartered Accountants – Audit Approval:**

Lorna Conner informed Members that our Audit has been approved and will be forwarded to Alberta Municipal Affairs, Public Library Services.

Councillor Maxine Fodness moved that our Statement of Receipts and Disbursements be approved as presented. **Carried.**

d. **Ashmont and Mallaig Public Libraries – Statistics/Reports:**

Members glanced through Statistics and Reports from our Libraries. Question rose from Ashmont Library's new items added, of which none were entered. Betty Way will contact Corina Idzan to verify no new items were purchased.

Lorna Conner stated that Corina Idzan would like to remain keeping the Ashmont Public Library open on Wednesdays from 3:30 p.m. – 6:30 p.m., being more accommodating to her Patron's needs.

Corrine Wieler-Harris then moved that the Ashmont Public Library continue to remain open from 3:30 p.m. – 6:30 p.m. on Wednesdays. **Carried.**

e. **Accounts Payable:**

Members glanced over our Accounts Payable Register;
March 28 – April 20, 2018 – Totaling \$4,310.40

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

f. Policies and Procedures:

Members reviewed the Manual, noting a number of changes.

Our Vision Statement: Accessible, vibrant, inclusive Libraries.

It was noted that at our next meeting of the Board, we shall continue reviewing the Manual, starting from Page 9.

7. CORRESPONDENCE:

Letter acknowledged from St. Paul Education Regional Division No. 1 of our request for funding assistance for our Librarians.

8. NEXT MEETING:

Scheduled for May 23, 2018 – 5:00 p.m.

Focus once again will be on our Policies and Procedures Manual.

Mention was made that Librarians, Corina Idzan and Daphne Schnurer will be invited to attend our meeting sometime this fall.

9. ADJOURNMENT:

At 6:58 p.m., Laverne Wilson moved that the meeting be adjourned. **Carried.**

Date

Chairperson