

Valleyview Municipal Library
Board Meeting Minutes
December 21, 2016

Attendance: Debbie Stewart, Kelli Reimer, Marilyn Frostad, Scott Biggin, Tanya Boman, Les Urness, Kerri Danner

Regrets: Adam Norris

1.0 Call to Order

Les Urness called the meeting to order at 5:33 p.m.

2.0 Acceptance of Agenda

Tanya Boman made a motion to accept the agenda as amended adding in camera session.

3.0 Adoption of Minutes

Debbie Stewart made a motion to accept the minutes of the November meeting.

4.0 CALC Manager Report

Christy Dalziel has accepted the position as CALC Coordinator. Judy Smith has resigned from the position but will volunteer to sit on the VCLC community committee. Christy Dalziel presented her written report which was accepted as information. New CALC Policy Guidelines are ready for review and approval by the Board.

4.1 Marilyn Frostad made a motion to remove Judy Smith as signing authority on the VCLC bank account. Signing authorities for the VCLC bank account will be: Adam Norris, Tanya Boman, Christy Dalziel and Kerri Danner. Debbie Stewart seconded the motion. All in favour. Motion Carried.

4.2 Discussion to add Kerri Danner as a voting member of the VCLC Board was held. Tabled to discuss at January meeting.

4.3 **Advertising and promotion for VCLC – discussion about ordering vests, coats or alternatives for staff, facilitators, tutors, advisory committee members. Tanya Boman made a motion to further investigate options. Scott Biggin seconded the motion.**

5.0 Financial Report

Financial reports were reviewed. There are amendments to accounts #212 Travel & Subsistence, Staff and #211 Travel & Subsistence, Board; as amounts for library conference were coded to Board account, but should have been to Staff account. Scott Biggin made a motion to accept the financial reports as information. Carried.

6.0 Library Manager's Report

Kerri Danner presented the Library Manager's report. A cheque was received from Pembina Pipeline Corporation in the amount of \$250.00 due to Board Trustee Marilyn Frostad's volunteering. Kerri Danner planning to attend Indigenous Library Services Conference in Edmonton in February.

7.0 Business

7.1 **Free Memberships** – Kerri Danner informed the board that Grande Prairie Public Library and many other Alberta libraries are going to free memberships. Tanya Boman made a motion that Kerri Danner would investigate further and report back results from libraries who have switched to free memberships and ask them pros/cons. All in favour. Carried.

7.2 **In Camera Session – Library Coordinator Compensation**

Kerri Danner presented the Board with a request for salary/compensation review. Tanya Boman made a motion for the Board to go in camera at 6:19 p.m. Kerri Danner was excused. Debbie Stewart made a motion to leave in camera at 6:26 p.m. Tanya Boman made a motion to move Kerri Danner to Administrative Officer I, Step 5. Debbie Stewart seconded the motion. All in favour. Carried.

8.0 **Trustee Comments**

8.1 **Town of Valleyview** – Tanya Boman reported that she attended the Peace Library System Christmas meeting and talked about the Indigenous Grant/Conference coming up in Edmonton. The Town of Valleyview has a new website and a wellness/happiness survey that people are encouraged to take.

8.2 **Board Trustees** – Scott Biggin made a motion that the board have a celebration and gift to recognize Judy Smith on her retirement. Carried.

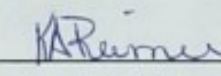
8.3 **Honorarium Sheets** – Honorarium sheets completed.

9.0 **Date of Next Meeting:** **Wednesday, January 18, 2016 at 5:30 p.m.**

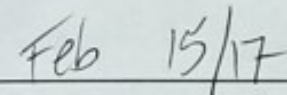
10.0 **Adjournment** - Tanya Boman made a motion to adjourn. All in favour. Carried. Meeting adjourned at 6:49 p.m.



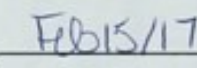
Board Chair



Recording Secretary



Date



Date