

**Valleyview Municipal Library**  
**Box 897**  
**Valleyview, Alberta T0H 3N0**  
**Board Meeting Minutes**  
**February 18, 2016**

**Attendance:** Kerri Danner, Debbie Stewart, Judy Smith, Adam Norris, Shauna Roberts, Tanya Boman,

**Regrets:** Scott Biggin, Les Urness

**1.0 Call to Order:** Chair Adam Norris called the meeting to order at 5:32 pm

**2.0 Acceptance of Agenda/Adoption of Agenda:** Adam added 7.3: Reporting for CALC, Tanya Boman moved to accept the agenda with the amendment. All in favour.

**3.0 Adoption of Minutes from Last Meeting.** Debbie Stewart made a motion to adopt the minutes of the last meeting. All in favour.

**4.0 Financial Report:** Adam Norris presented the financial report. Tanya Boman motioned to accept it as information. All in favour.

**5.0 CALC Manager's Report:** CALC Manager, Judy Smith, presented her report, it was accepted as information. Debbie Stewart made a motion that CALC operate under the same guidelines as the library, where in if an item is not in the budget and it is over \$500.00, then it will need approval from the Board. Tanya Boman seconded the motion. All in favour.

**5.1 CALC Bank Account Signing Authority:** Tanya Boman made a motion that Judy Smith be added to the signing authority for the CALC account. Shauna Roberts seconded the motion. All in favour.

**6.0 Library Manager's Report:** Kerri Danner presented her report. It was accepted as information.

**7.0 Business**

**7.1 2015 Statement of Receipts and Disbursements Review/Approval.** After some discussion, we decided to table the statement until the next meeting in February.

**7.2 Third Reading - Section 200 Library Trustees Policy:** Tanya Boman made a motion to accept the third reading. Debbie Stewart seconded the motion. All in favour.

**7.3 Reporting for CALC:** Adam suggested that the reporting for CALC go directly to the Board as opposed to through the Library Manager, as the Board is ultimately responsible for CALC. Debbie made a motion to have the CALC Manager report directly to the Board.

**8.0 Board Member Comments:**

**8.1 MD of Greenview No. 16:** Les Urness was absent

**8.2 Town of Valleyview:** Tanya Boman reported on the Growing the North Conference

**8.3 Board Members:** No comments

**8.4 Honorarium Sheets:** Forms were filled out and handed to Kerri.

**9.0 Date of Next Meeting:** March 16, 2016 at 5:30pm

**10.0 Adjournment:** Adam Norris adjourned the meeting at 6:55pm.

Signature for  
Chair

*Adam Norris*

Date

*Apr 28/16*

Signature for

Secretary

Date

*Done for Shanna Roberts*

*April 27/16*