

**Valleyview Municipal Library**  
**Board Meeting Minutes**  
**January 20, 2016**

**Attendance:** Adam Norris, Scott Biggin, Debbie Stewart, Les Urness, Shauna Roberts, Kerri Danner

**Regrets:** Tanya Boman

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

**2.0 Acceptance of Agenda/Adoption of Agenda:** Les Urness moved to accept the agenda. All in favor.

**3.0 Adoption of Minutes from last meeting:** Debbie Stewart made a motion to accept the minutes. All in favor.

**4.0 Financial Report:** Adam Norris presented the financial report. Scott Biggin made a motion to accept the report as information. All in favor.

**5.0 Library Manager's Report and Correspondence:**

Kerri Danner presented her report. She shared a Thank You note from the teen volunteers who attended the Christmas Party and had a wonderful time.

There will be a Family Literacy Night on January 27, from 5:00-7:00pm at the Library, we are hopeful many families will attend.

The Library received a Materials Challenge in January which was handled according to Library Policy.

There will be an Open Mic Poetry Reading 'Warm Your Midwinter Heart' at the Library on February 12, 2016. Poets are welcomed to read their own work or recite work of others.

The Alberta Public Library Administrators Council (APLAC) has been compiling a list of libraries in Alberta that offer free memberships. There was a brief discussion on benefits and drawbacks. Kerri will investigate the impact free memberships have had in these libraries and report back. Scott Biggin mentioned the possibility of honoring volunteers with free Library memberships. Scott Biggin made a motion to accept the Library Manager's Report as information. All in favor.

**6.0 Business:**

**6.1** The Board reviewed the Annual Report. The Board contributed ideas for our accomplishments over the past year, including the successful CALP grant application, various clubs that started in 2015 and Free Comic Book Day. Les Urness made a motion to approve the Annual Report and submit to Alberta Municipal Affairs. All in favor. Motion carried.

**6.2** The CALP hiring committee reported that Judy Smith was the only applicant for the position of Community Adult Program Manager under the CALP literacy programming grant. Judy has more than 20 years of experience in previous community literacy programs and is highly qualified for the position. The hiring committee recommended that the Board hire Judy

Smith for the CALP Manager position. Debbie Stewart made a motion to accept the hiring committee's recommendation to hire Judy Smith for the position of Community Adult Learning Program Manager. Les Urness seconded the motion. All in favor. Motion carried.

**6.3** The Board gave second reading of **Policy 501.5 Unattended Children in the Library**. Les Urness made a motion to accept the second reading. Scott Biggin seconded the motion. All in favor. The Board gave third and final reading of the same policy. Debbie Stewart made a motion to accept the third and final reading. Les Urness seconded the motion. All in favor. Motion carried.

**6.4** The third and final reading of **Policy 502.3 Provision of Service to Persons Unable to Use Print Material Revision**. The Board reviewed and Scott Biggin made a motion to accept the third and final reading. Les Urness seconded the motion. All in favor. Motion carried.

**7.0 Board Member Comments:**

**7.1 MD of Greenview No. 16:** Les Urness asked about the possibility of Valleyview hosting a Board Trustee Workshop. Kerri will inquire about hosting a workshop in Valleyview and report back to the Board. No further comments.

**7.2 Town Of Valleyview:** Tanya Boman was absent.

**7.3 Board Members:** No other comments from members.

**7.4 Honorarium Sheets:** The forms were filled out by Board Members

**8.0 Date for next meeting:** Thursday, February 18th, 2016 at 5:30 p.m.

**9.0 Adjournment:** Debbie Stewart made a motion to adjourn. Adam Norris adjourned the meeting at 6:42 p.m.

Chair Signature: *[Signature]*

Date: Feb 18/16

Secretary Signature: *Shauna Roberts*

Date: Feb 18/16