

**Valleyview Library Board  
Meeting Minutes  
Wednesday, May 9, 2018**

***In attendance:*** Adam Norris, Debbie Stewart, Marilyn Douglas, Les Urness, Kelli Reimer, Louis Joseph, Tanya Boman, Scott Biggin, Taylor Perron, Kerri Danner, Christy Dalziel

- 1.0 **Call to Order** – Meeting was called to order by Adam Norris at 5:30 p.m.
- 2.0 **Acceptance of Agenda** – Tanya Boman made a MOTION to accept the agenda. All in favour. Carried.
- 3.0 **Adoption of Minutes** – Debbie Stewart made a motion to accept the minutes of the January 31, 2018 meeting which were unavailable at the March meeting. Tanya Boman made a motion to accept the minutes of the March 2018 meeting. All in favour. Carried.
- 4.0 **VCLC Manager's Report** – Christy Dalziel presented the VCLC reports and financial statements. Christy will remain on staff on a casual basis until the end of June and will be available if needed after June. Reports were accepted as information. Debbie Stewart made a motion to accept the report as information. Christy Dalziel left the meeting. After Christy left, the Board agreed that Kerri Danner/Kelli Reimer will arrange to purchase a gift certificate in the amount of \$75 for Christy from 'The Ranch' as a farewell/thank you gift.
- 5.0 **Financial Report** – Reviewed financial statements for March and April. Marilyn inquired about the Telus bill amount which had been discussed at a previous meeting. The subject was tabled until the next meeting. Kerri Danner will contact Telus. Les Urness made a motion to accept the financial reports as information.
- 6.0 **Library Manager's Report** – Kerri Danner presented her written report and inquired about the Board's decision whether to do a trial year with no membership fees. Kelli Reimer made a motion to do a trial year with free memberships from June 1, 2018 to May 31, 2019. Taylor Perron seconded the motion. Tanya Boman abstained. All others in favour. Motion carried.
- 7.0 **Business**
  - 7.1 **Memorandum of Agreement Planning** – the upcoming MOU meeting was discussed and areas in particular to review were identified as: Staffing; Communications; Board Governance (appointment of trustees); Adequacy of Library Facility; Budget; Reserve funds.
  - 7.2 **Annual General Meeting** – date was set for Wednesday, June 27 at 5:30 p.m. Kerri Danner will arrange supper.

- 7.3 **Change of VCLC Management** – Christin Trofimenkoff is the new Program Manager for the VCLC and Barbara Hatch will be the Adult Learning Coordinator. Christin Trofimenkoff will continue to coordinate programming for Family Learning.

Scott Biggin made a motion to start Christin Trofimenkoff at Level 2 – Step 6 on the VCLC Program Manager Wage Grid at \$26.90/hour. During the probationary period which will go until January 2019, after which, if the Board is satisfied with her performance, her wage will go up to Level 3 – Step 1 at \$28.27/hour. Taylor Perron seconded the motion. All in favour. Carried.

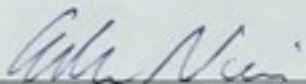
Kelli Reimer made a motion to accept the Letter of Agreement/Employment Agreement for Christin Trofimenkoff with corrections and amendments made as discussed. Debbie Stewart seconded the motion. All in favour. Carried.

**8.0 Trustee Comments**


- 8.1 MD of Greenview # 16 – Les Urness had nothing to report.
- 8.2 Town of Valleyview – Tanya Boman had nothing to report.
- 8.3 Board Trustees – Scott Biggin offered use of the Northern Lakes College if we needed meeting space again.
- 8.4 Honorarium Sheets – board members filled out and submitted.

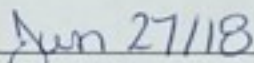
9.0 **Next Meeting** – will be the AGM on June 27, 2018 at 5:30 p.m.

10.0 **Adjournment** – Tanya Boman made a MOTION to adjourn the meeting at 7:20 p.m. All in favour. Carried. Meeting Adjourned.

  
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Board Chair

  
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Secretary

  
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Date

  
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Date