

**Valleyview Library Board
Meeting Minutes
Wednesday, October 24, 2018**

In attendance: Adam Norris, Debbie Stewart, Marilyn Douglas, Les Urness, Kelli Reimer, Louis Joseph, Scott Biggin, Kerri Danner, Christen Trofimenkoff.

Regrets: Tanya Boman, Taylor Perron

1. **Call to order** – Meeting was called to order by Adam Norris at 5:33 p.m.
2. **Acceptance of Agenda** – Debbie Stewart made a MOTION to accept the agenda. All in favour. Carried.
3. **Adoption of Minutes** – Les Urness made a MOTION to accept the minutes of the September 19, 2018 meeting. All in favour. Carried.
4. **VCLC Manager's Report** – Christin Trofimenkoff presented the VCLC Annual Report to be submitted to Alberta Innovation and Advanced Education. Once all data is finalized, she will bring it to Adam Norris and Marilyn Frostad for approval before submitting. Kelli Reimer made a MOTION to accept the reports as information. All in favour. Carried.
5. **Financial Report** – The Board reviewed the financial statements for September. Les Urness made a MOTION to accept the reports as information. All in favour. Carried.
6. **Library Manager's Report** – Kerri Danner presented her written report. A draft has been made for a Space Sharing Agreement between the Library and the VCLC. Kerri reported that Taylor Perron has moved to Chetwynd, B.C. and informed her by email of his resignation from the Library Board effective October 24, 2018. Taylor will send an official letter to be kept on file. Debbie Stewart made a MOTION to accept the report as information. All in favour. Carried.
7. **Business**
 - 7.1. **Review Policy 201.4 Membership on the Library Board** – It was agreed that Kerri Danner will add a statement to this policy which will have inclusive language as per the *Building Board Diversity* publication by Alberta Culture Community Engagement and Inclusion Branch. The amended policy will support diversity on the Library Board to allow the Library Board to reflect the diversity of our local communities. Policy will be brought back to the Board for approval before submission to the Public Library Services Branch. A suggestion was put forward by Kerri Danner that other libraries are recruiting for a non-voting young adult board volunteer to sit on library boards and give input. It was agreed that Kerri could attempt to recruit a young adult board volunteer.
 - 7.2. **Review Policy 205.1 Basic Expenses (205 Library Trustee Expenses, Memberships and attendances at conferences and seminars)** – Kerri Danner will amend this policy to include the trustee day rate for attending conferences and seminars as approved by the Board at the Sept. 19, 2018 meeting which stated, "*Debbie Stewart made a MOTION to revise policy to include an honorarium/compensation day rate of \$150 per trustee per day. Les Urness seconded. All in*

favour. Carried." Revised policy will be brought back to the Board for approval before submission to the Public Library Services Branch.

7.3. Shared Space Agreement – Library/VCLC – Kerri Danner presented a draft of a Shared Space Agreement to be formally put in place between the Library and the VCLC.

7.4. Community Needs Assessment – Kerri Danner has been in contact with Miriam Mahnic with Alberta Culture and Tourism, Community Development Unit about moving forward on our upcoming 2019-2021 Plan of Service. Dates have been set for community engagement sessions on Nov. 15 (2-4 p.m. and 6-8 p.m.) and a follow-up meeting with the Library Board on Nov. 21, 2018. Adam Norris mentioned Board Trustees are encouraged to attend the community engagement sessions.

8. Trustee Comments:

8.1. MD of Greenview #16 – Les Urness reported that the MD held an organizational meeting and all MD representatives on committees and boards will remain the same for the time being. The Town of Grande Cache has voted to dissolve as a municipality and once they receive approval from the Minister, they will become part of the MD of Greenview No. 16.

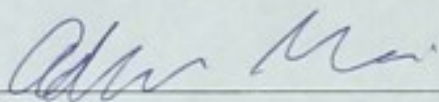
8.2. Town of Valleyview – Tanya Boman was unable to attend.

8.3. Board Trustee Comments – No comments from trustees.

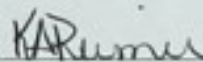
8.4. Honorarium Sheets – Trustees submitted honorarium sheets.

9. Next Meeting – Wednesday, November 21, 2018 at 5:30 p.m.

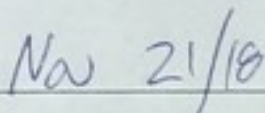
10. Adjournment - Scott Biggin made a MOTION to adjourn at 6:44 p.m. All in favour. Adjourned.



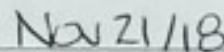
Board Chair



Secretary



Date



Date