

**Valleyview Library Board
Meeting Minutes
Wednesday, Sept. 19, 2018**

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

1. **Call to order** – Meeting was called to order by Adam Norris at 5:30 p.m.
2. **Acceptance of Agenda** – Les Urness made a MOTION to accept the agenda. All in favour. Carried.
3. **Adoption of Minutes** – Debbie Stewart made a MOTION to accept the minutes of the June 27, 2018 meeting, with corrections to the date. All in favour. Carried.
4. **VCLC Manager's Report** – Christin Trofimenkoff presented her written reports and financial statements. Tanya Boman 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. The Board discussed drafting a formal agreement between the Library Board and VCLC for shared space/rental agreement. Kelli Reimer made a MOTION to accept the report as information. All in favour. Carried.
7. **Business**
 - 7.1. **2019 Budget Review** – Kerri Danner presented the 2019 Budget for review by the Board. Debbie Stewart made a MOTION to approve the 2019 Budget. Taylor Perron seconded the motion. All in favour. Carried. Kerri Danner will submit the approved budget to the Town and MD by October 1, 2018.
 - 7.2. **Peace Library System Memorandum of Agreement (MOU)** – Peace Library System (PLS) sent an MOU to provide outreach library services to the Sturgeon Lake Cree Nation through a provincial government grant. Tanya Boman made a MOTION to sign the MOU with PLS. Les Urness seconded the motion. All in favour. Carried.
 - 7.3. **PLS Update** – Kerri Danner shared an update on services provided by PLS to our municipality and library which was presented by Linda Duplessis at the September 10 Town Council meeting. Les Urness made a MOTION to accept as information. All in favour. Carried.
 - 7.4. **Board Diversity** – Kerri Danner presented the document 'Building Board Diversity' which is part of the Board Development Program through Alberta Culture. The document encourages boards to ensure they reflect diversity of the communities they serve. Kerri Danner recommended reviewing Section 201.4 Membership on the Library Board in the Policy Handbook. It was agreed that this policy would be reviewed at the next meeting. Scott Biggin made a MOTION to accept this document as information. All in favour. Carried.

7.5. **Board Self-Evaluation Results** – The Board reviewed the results of the self-evaluation which was done in May 2018. Areas for improvement were identified as: focus on long-term planning, professional development for board and board orientation. Kerri Danner will look into our library hosting a Board Development Workshop and working on upcoming Plan of Service for 2019.

8. **Trustee Comments:**

8.1. **MD of Greenview #16** – Les Urness had nothing to report.

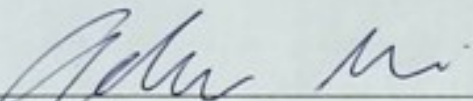
8.2. **Town of Valleyview** – Tanya will be attending the Netspeed Library Technology Conference in Edmonton in October.

8.3. **Board Trustee Comments** – There is currently no set rate of compensation for non-council trustees to attend conferences or professional development. Debbie Stewart made a MOTION to revise policy to include an honorarium/compensation day rate of \$150 per trustee/day. Les Urness seconded. All in favour. Carried. As Kelli Reimer will be attending the Regional Library Conference on September 27 & 28 before the policy is revised, the Board agreed to extend this rate of compensation to Kelli for this conference.

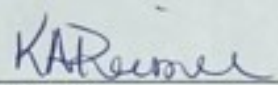
8.4. **Honorarium Sheets** – Trustees submitted honorarium sheets.

9. **Next Meeting** – Wednesday, October 24, 2018 at 5:30 p.m.

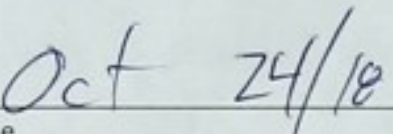
10. **Adjournment** - Scott Biggin made a MOTION to adjourn at 6:44 p.m. All in favour. Adjourned.



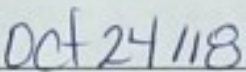
Board Chair



Secretary



Date



Date