

Valleyview Library Board
Meeting Minutes
Wednesday, January 25, 2023 @ 5:30 p.m.

In attendance: Adam Norris, Kelli Reimer, Debbie Stewart, Louis Joseph, Scott Biggin, Judy Smith, Debbie Wedel, Tanya Boman, Kerri Danner, Christen Trofimenkoff

1. **Call to order**– Meeting was called to order by Adam Norris at 5:36 p.m.
2. **Acceptance of Agenda** – Kelli Reimer made a MOTION to accept the agenda with additions of 4.1 VCLC Savings Account. All in favour. Carried.
3. **Adoption of Minutes** – Debbie Wedel made a MOTION to accept the minutes of the October 19, 2022 meeting. All in favour. Carried.
4. **VCLC Manager’s Report** – Christin Trofimenkoff presented her report and financial statements. Christin inquired about opening a savings account rather than using GICs. Tanya Boman made a MOTION to have Christin Trofimenkoff open a Community Savings Account using the existing signors from the VCLC Operating Account. Judy Smith seconded the motion. All in favour. Carried. Judy Smith made a MOTION to accept Christin’s reports as information. All in favour. Carried. *Christin Trofimenkoff left the meeting at 6:00 p.m.*
5. **Financial Report** – Kerri Danner presented the current financial statements. Debbie Stewart made a MOTION to accept the Financial Reports as presented. Louis Joseph seconded. All in favour. Carried.
6. **Library Manager’s Report** – Kerri Danner presented her report. The Elders’ Circle program funded through the Indigenous Library Services Grant has been going very well and is much appreciated by the Elders who are attending. The Library has been busy with lots of children’s programs like Lego Club, D&D, After-School Gaming Club and use by community groups and organizations. Kerri & Liz made a presentation to the Legion requesting funding to purchase a Cricut Maker System. The Legion gave the Library a cheque for \$2,500 for this program. Tanya asked about Book & A Movie Club meetings. Kerri will order the books and set a date for a meeting/movie showing. Debbie Wedel made a MOTION to accept the report as information. All in favour. Carried.
7. **TOPICS FOR DISCUSSION**
 - 7.1. The 2024-2026 Plan of Service will be due in December of 2023. It was decided that the Board and Library Manager will begin gathering information over the next few months and hold a public consultation meeting in conjunction with our Annual General Meeting in May 2023.
8. **ACTION ITEMS**
 - 8.1. **Review/Approve 2022 Annual Report** – Kerri Danner presented the 2022 Annual Report to be submitted to the Public Library Services Branch of Alberta Municipal Affairs. Tanya Boman made a MOTION to approve and submit the 2022 Annual Report, with one typing error corrected. Debbie Wedel seconded the motion. All in favour. Carried. Kerri Danner will submit the 2022 Annual Report to the Public Library Services Branch.

Kerri Danner was excused from the meeting for the Board to discuss 2023 Wage Grids and the Library Manager's Evaluation.

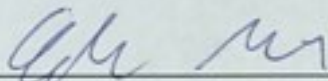
- 8.2. **Review/Approve the 2023 Wage Grid** – New wage grids were completed with 2.5% to 3% COLA adjustments. Louis Joseph made a MOTION to accept the 2023 3% COLA adjusted-wage grid. Scott Biggin seconded the motion. All in favour. Carried.
- 8.3. **Library Manager Evaluation** – The Board reviewed the Library Manager's self-evaluation and 2022 goals. The Board agreed that Kerri Danner has displayed outstanding performance in her position as Library Manager, working hard to build community partnerships, displaying adaptability throughout COVID and helping the Library recover post-COVID. Debbie Wedel made a MOTION to give Kerri Danner a raise to Level 1 – Step 3 on the Library Manager 2023 Wage grid effective retroactively to January 1, 2023. Debbie Stewart seconded the motion. All in favour. Carried.

9. **General Discussion**

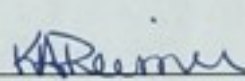
- 9.1. Town of Valleyview – no additional comments.
- 9.2. MD of Greenview Library Board – Judy Smith noted that she attended an MDG#16 Library Board meeting in Grande Cache and they discussed updating their Policy Manual. Inquired about our Board's Policy Handbook. Kerri Danner will bring forward Sections 100 and 200 for our next meeting.
- 9.3. Trustee comments – no additional comments.

10. – Wednesday, March 15, 2023 at 5:30 p.m.

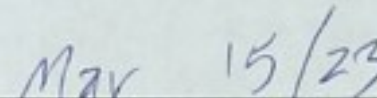
11. **Adjournment** – Tanya Boman made a MOTION to adjourn at 7:45 p.m. All in favour. Adjourned.



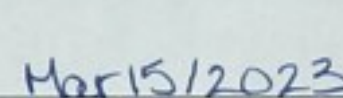
Chair



Secretary



Dated



Dated