

**Valleyview Library Board
Meeting Minutes
Wednesday, April 19th, 2017**

In attendance: Adam Norris, Les Urness, Tanya Boman, Scott Biggin, Christy Dalziel, Kerri Danner, Marilyn Frostad, Kelli Reimer and Debbie Stewart

- 1.0 **Call to Order** – Meeting was called to order by Adam Norris at 5:34 p.m.

- 2.0 **Acceptance of Agenda** – Add 4.1 VCLC Handbook. Add 4.2 Signing authority. Add 7.2 Christy's review. Add 7.3 Annual General Meeting.
Tanya Boman made a **MOTION** to accept the agenda. All in favour. Carried.

- 3.0 **Acceptance of Minutes** – Les Urness made a **MOTION** to accept the minutes. All in favour. Carried.

- 4.0 **CALC/VCLC Program Manager's Report**
Christy Dalziel presented her written report and details about upcoming programs. Christy also presented Christin Trofimenkoff's Family Learning Coordinator's Report. Kelli Reimer made a **MOTION** to receive the reports as information. All in favour. Carried.
 - 4.1 **Valleyview Community Learning Council Handbook Review** - The board members reviewed the handbook, up to the Health and Safety on page 17, making appropriate changes. The remainder of the review was tabled to the next meeting. Christy and Kerri will complete the changes to the electronic/paper copies and distribute as needed.

 - 4.2 **Signing authority** - Les Urness made a **MOTION** to add Scott Biggin to the signing authority. The following individuals will have signing authority on the VCLC account at the BMO: Adam Norris, Tanya Boman, Kerri Danner, Christy Dalziel and Scott Biggin. Debbie Stewart seconded. All in favour. Carried.

- 5.0 **Financial Report** – Financial reports were reviewed. Marilyn Frostad made a **MOTION** to receive the financial reports as information. All in favour. Carried.

- 6.0 **Library Manager's Report** – Kerri Danner presented her written report. The Library is preparing for the upcoming Free Comic Book Day. Scott Biggin made a **MOTION** to receive the report as information. All in favour. Carried.
 - 6.1 **Alberta Library Conference attendance** - Kelli recommended to leave Kerri to attend with Leslie if she feels up to it.

7.0 Business

- 7.1 **Board Self Evaluation** – Reminder to board members to take home the self-evaluation forms and submit them back at the May meeting .
- 7.2 **Christy's Performance Review** - Adam Norris reported that all those involved are very pleased with Christy's performance. Christy has asked the board to consider a pay raise. Discussion followed. Tanya Boman made a **MOTION** that we increase Christy's hourly salary from \$28 to \$33. Debbie Stewart seconded. All in favour. Carried. Debbie Stewart made a **MOTION** that Christy's pay raise be effective as of March 1st, 2017. Les Urness seconded. All in favour. Carried.
- 7.3 **Annual General Meeting - May 24th at 6:30** Pizza will be purchased. Kerri will submit the upcoming AGM in the local paper.
This will be preceded by a short regular board meeting at 5:30.

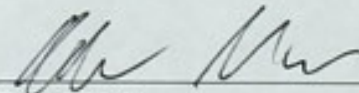
8.0 Trustee Comments

- 8.1 **MD of Greenview # 16** - Nothing to report.
- 8.2 **Town of Valleyview** - Nothing to report.
- 8.3 **Board Trustees** - Nothing to report.
- 8.4 **Honorarium Sheets** - Present board members to fill out.

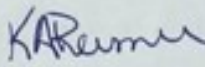
9.0 Next Meeting: Annual General Meeting

Wednesday, May 24th, 2017 at 5:30 p.m. Followed by AGM at 6:30.

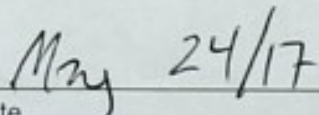
- 10.0 **Adjournment** – Scott Biggin made a **MOTION** to adjourn the meeting at 7:27 p.m. All in favour. Meeting adjourned.



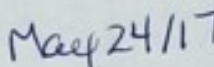
Board Chair



Secretary



Date



Date