

Valleyview Municipal Library
P.O. Box 896
Valleyview, Alberta
T0H 3N0
Board Minutes
Thursday, August 27, 2009
6:00 p.m.

In Attendance: Diane Haskell, Harold Imes, Don Gourlay, Warren Stewart, Angela Radzikowski

Regrets: Kathy Pozniak

1.0 Call to Order: Diane Haskell called the meeting to order at 6:02 p.m.

2.0 Changes to Agenda: Don Gourlay. moved adoption of Agenda, Harold Imes seconded.

3.0 Adoption of Minutes: Harold Imes moved adoption of July 22, 2009 minutes with correction in 9.2 – should read Bill C322. Diane Haskell seconded.

4.0 Business Arising from the Minutes:

4.1 Read resumes; decide who to interview: resumes for position of Library Manager were read and discussed

4.2 Interview questions and procedures: format for interview process was discussed

4.3 Date(s) for interviews: Tuesday, September 1, 2009 and Wednesday, September 2, 2009 were set as dates for interviews. Starting at 5:30 p.m. Diane Haskell will set up schedule.

4.4 Date for meeting after interviews to make hiring decision: date and time to be announced later

4.5 Shelving work bee: will be set for a later date. Kelli Reimer very busy at this time and sent her apologies

4.6 Damaged windows: Diane Haskell will write letter to the Town of Valleyview on behalf of the Board regarding the two windows with holes, and the broken glass in the door.

5.0 Financial Report: none at this time

6.0 Brief overview of the Main Tasks, Goals, Responsibilities and Deadlines for the committees for the Library year starting September 2009 and ending June 2010: put forward to the September meeting.

6.1 POLICY: Kathy, Diane, Harold, Angela, and member at large Kerri Danner

6.2 PROGRAMMING: Diane

6.3 PERSONNEL: Diane, Warren, Angela

6.4 FINANCE: Don

7.0 Friends of the Library: would like more Friends to join the group

8.0 Councillor comments:

8.1 Town rep: Warren Stewart talked with Brenda Carter who filled him in on Library business in his absence. She offered to sit in on interviews if needed. There are enough for interviewing but Warren will ask her if she would like to become a board member.

8.2 MD of Greenview: Don Gourlay stated that nothing at this time but advised the Board to start working on budget in September.

9.0 New Business:

9.1 Art Display in the Gallery by Velda'z – the speed painting artist featured during the Valleyview Rodeo, three of her paintings will be auctioned in a few months – proceeds going to the Valleyview Agricultural Committee: Warren Stewart made motion to have artist Velda'z do a presentation at the Library on September 18 and 19, 2009 and will be paid to a maximum of \$300. Harold Imes seconded. Raylene from the Library willing to be the assistant.

9.2 Alberta Arts Days – September 18-20, 2009: Diane Haskell will send in information about having local artist Velda'z at Library for Alberta Arts Day Challenge.

9.3 Information Fair – September 10, 2009: need Board members to help at Fair at Memorial Hall, with Friends of the Library to set up display and advertise the Library.

9.4 Wrap up for the book sale – “Fill a Shopping Bag for a Toonie” event: will be held September 12th, 15th and 16th.

9.5 Kerri Danner to do the Library website and the bi-monthly brochures

9.6 Bill C 322(Bill to support lower rates and more inclusive items for ILL) petition at the check out desk.

9.7 Claiming payment for more than one Board meeting per month: Don Gourlay made motion that Board members can claim payment for more than one Board meeting a month as required. Warren Stewart seconded. All in favour.

9.8 Record sign-in book for out of business visits to the Library: Diane Haskell will ask Pat Mabley to buy a sign-in book for after hours visits.

9.9 Carpet Sweeper (requested by Assistant Manager): Don Gourlay made motion that a carpet sweeper be bought for the Library. Warren Stewart seconded.

9.10 Charge account at Medicine Bottle (requested by Assistant Manager): Credit limit of \$500.00. Warren Stewart made motion to open charge account at Medicine Bottle. Harold Imes seconded. Diane Haskell as Board rep will sign form.

9.11 Inter-library loan clerk claim for difference in insurance costs between personal use and used for work (\$116.00 per year): Harold Imes made motion to pay insurance difference. Don Gourlay seconded.

9.12 Co-operators Insurance have offered the library three free desks: Warren Stewart will help Raylene get them.

10.0 Correspondence

10.1 Alberta Culture and Community Spirit – Alberta Art Days: Diane Haskell registered the Library on the web site.

10.2 Peace Library System – second Provincial operating grant@ \$5.40 per capita for \$8205.91:received

10.3 Government of Alberta – annual grant of \$16,200.00: received.
M.D.'s second instalment of \$3455.98 received for Library allotment account (Linda Duplessis)

11.0 Board Working Calendar: Additions/Deletions: mark interview dates of September 1 and 2, 2009

11.1 Rural Libraries Conference Grande Prairie September 24 and 25: Diane Haskell is registered for the community survey lecture; Library Board will hold off starting the one required for Valleyview until after the Conference.

12.0 Date for Next Meeting: September 1, 2009 at 5:30 p.m. (Interviews)

Date for next regular Board meeting: Wednesday, September 9, 2009 at 6:00 p.m.

13.0 Adjournment: Warren Stewart adjourned the meeting at 8:08 p.m.

[Snacks for August 27 meeting provided by Diane Haskell, Warren Stewart will provide snacks for September 9 meeting]

Chair

Haskell

Secretary

Bumby

Date

Sept 9, 2009