

Valleyview Municipal Library

BOARD MEETING MINUTES

December 14th, 2011

In Attendance: Grethe Jensen, Dale Gervais, Warren
~~Stuart~~, Adam Norris, Susanne Tremblay.

Stewart

Chair Grethe Jensen called the meeting to order at 5:40 pm.

Dale Gervais moved the minutes of the last board meeting, on Nov 16th, be adopted. Carried.

Susanne Tremblay presented the Library Coordinator's Report. Our new fridge and stove have arrived, purchased courtesy of the Friends of the Library.

Adam Norris presented the Treasurer's Report. Access doors will be installed in 2012 as well as the air conditioning, once funding for the electrical upgrade is approved. Also, the Town will be replacing the roof on our building in 2012.

Town Council representative Warren Stuart confirmed the new roof is being included in the Town of Valleyview's preliminary budget at a cost of \$97,000. Warren also stated the funding for the air conditioning and access doors has been carried forward from 2011 to be utilized in 2012.

MD of Greenview No 16 representative Dale Gervais discussed the possibility of the MD sharing the cost of the new roof as well as the MD/Town agreement for cost sharing for the library. The agreement is not yet finalized. Dale also recommended current statistics for the library be included in the presentation to the MD. After checking into the status of MD honourariums, Dale discovered that only the council rep is paid directly by the MD for attending board meetings. Funds are included in the library budget for this.

The Christmas party on Dec 9th had a good turnout and everyone seemed to have a good time.

Our Plan of Service was read by the those present and updated:

- Increase hours open: completed;
- Disabled access entry: to be completed in 2012;
- Library marketing/promotion: all being practised on a regular basis;
- Building/furnishings: all completed except display cabinet(s) and changing circulation desk;
- Collection development: goals being achieved, but always ongoing;
- Programming: increasing and ongoing;
- Technology: received computers from MD of Greenview No 16, Town of Valleyview, and CAP grant
- Staff development: professional development, courses and benefits all completed; increased hours for present staff rather than an additional staff position;
- Board governance: orientation packages handed out to board members at Dec 14th meeting, policy updated and approved in 2011;
- Volunteers: Friends of the Library are a major support to the library; other volunteers include students doing work experience, missionaries and individuals doing community service; handbook still pending;
- Online community resource: still pending;
- Community bulletin board: completed in 2010.

Susanne Tremblay handed out copies of 3 Year Budget which will be submitted to MD of Greenview No 16 and the Town of Valleyview. Presentation to the MD will be at 10 am on Tuesday, Jan 10th.

On Dec 3rd Judy Brothers and Susanne Tremblay attended a one day board workshop in Spruce Grove facilitated by Alberta Libraries Branch of Alberta Municipal Affairs. It was a very informative session and there will be others at different locations in the next few months. In particular, there is one on Feb 14th in Peace River if any board members are interested.

Grethe Jensen reported for the Friends of the Library including the new Quiet Reading Area, their very successful cash calendar fund raiser and their recent donation to purchase a new fridge and stove for the library.

Grethe expressed the need for a Policy Committee meeting in Jan/12. Changes made to the library By Laws at the Nov 16th board meeting will also be reviewed.

The next regular board meeting will be held on Wednesday, Jan 18th, 2012 at 5:30 pm in the Gallery.

The meeting was adjourned at 7:30 pm.