

Valleyview Municipal Library
Board Meeting Minutes
Wednesday, February 19, 2014 5:30 p.m.

Attendance: Adam Norris, Scott Biggin, Judy Smith, Shauna Hadley-Roberts, Kerri Danner, Angela Radzikowski

Regrets: Warren Stewart, Les Urness

1.0 Call to Order: Chair Adam Norris called the meeting to order at 5:32 p.m.

2.0 Additions or Amendments/Adoption of Agenda: Judy Smith made motion to adopt the agenda. All in favor.

3.0 Adoption of Minutes from Last Meeting: *Shauna Hadley-Roberts made motion to adopt minutes of the January 15, 2014 meeting. All in favor.*

4.0 Library Manager's Report: Library Manager, Kerri Danner, presented her comprehensive report. Among the highlights: Annual Report has to be approved today; Kay from South Peace Communications will be at the Library on Tuesday, March 4 from 6-7 p.m. to present "i-Phones for the Technologically Challenged!" and might be back; thank you card for the fruit basket was received from Pat Mabley. Report was accepted as information.

4.1 2013 Annual Report & Notes: report was perused. Comments – would be nice to have an automated people counter, when it is busy patrons can be missed; window coverage brought up and suggestion made for larger sign for library hours; question about Zinio – the online magazine subscription; Press Display – can access over 2500 newspapers from around the world. *Scott Biggin moved acceptance of the 2013 Annual Report, Judy Smith seconded. All in favor.*

4.2 Sick Days Policy: discussion about Library employees using **their** sick days if a dependent is sick. Scott Biggin made motion to revise the policy on sick days to include caring for a dependent. All in favor. Kerri Danner will make revision in policy and bring back to Board for approval.

4.3 PLS News – Alberta Wide Borrowing and 3M Cloud Library: information given on Alberta Wide Borrowing – it will be a self-service system where patrons sign up for the libraries they wish to use and will allow them to have seamless access to library services; 3M Cloud provides more digital content.

5.0 Finance/Treasurer's Reports: Adam Norris reviewed the reports which were accepted as information.

5.1 Discussion of 2014 Budget – Flooring/Building Repairs: discussion on flooring/building repairs. There is a health issue to the mold and air quality issues

caused by the repeated water infiltration as well as a loss in service days for the community. Adam Norris would like to meet with Vern Lymburner, Mayor of the town of Valleyview, and Dale Gervais, Reeve for MD Greenview, to discuss repairs at the Library. Kerri Danner informed the Board that Garry Peterson, Valleyview Town Manager, suggested we budget \$50,000 for flooring plus 10-15% for contingencies. The board has serious concerns about any renovations done before the water issues, both roof and floor, is addressed.

As the town is the landlord, efforts will be made to ascertain from them how this issue will be addressed. Discussion ensued about how best to communicate the seriousness of this issue, first because of its health implications and second because of economic considerations, to both the Town and MD. Kerri and Adam will try to meet with Vern and Dale regarding repairs and structural work. Kerri will contact Pat Brothers to set up a timeline for repair work. Decided to go with cork and quote from Spirit River Flooring. *Shauna Hadley-Roberts made motion that cork be laid in Program Room/ Kitchen with a combination of carpet tiles and vinyl planking in the rest of the building. Work will not begin until completion of repairs and/or structural work necessary to prevent future water damage is completed. Angela Radzikowski seconded. All in favor.*

6.0 Councillor Comments:

6.1 – M.D. of Greenview: not available.

6.2 Town of Valleyview: not available.

6.3 Other Trustee Comments: no other comments.

Mention was made of the new chairs in the teen section.

7.0 Date of Next Meeting: Wednesday, March 19, 2014 at 5:30 p.m.

8.0 Adjournment: Adam Norris adjourned the meeting at 6:38 p.m.

Chairperson Adam Norris

Secretary Angela Radzikowski

Date April 16, 2014