

Valleyview Municipal Library

P.O. Box 896
Valleyview, AB
T0H 3N0

Minutes

Meeting January 21, 2009
6:30 PM

In Attendance: Harold Imes; Diane Haskell, Don Gourlay; Angela Radzikowski; Kelli Reimer and Library Manager, Yvonne Mury

Regrets: Warren Stewart; Kathy Pozniak

1.0 Call to Order: Harold Imes called the meeting to order at 6:37PM

2.0 Changes to agenda:
none

3.0 Adoption of the Minutes: Don Gourlay moved to adopt the minutes of December 11, 2008. Angela Radzikowski seconded. Carried.

4.0 Business Arising from the Minutes

4.1 Polaris Computer System Yvonne informed the board that training was ongoing for Kim, Inga and Pat. Petra is to be trained on Friday January 23rd. Board may be trained on a Monday if arrangements are made ahead of time with Yvonne.

4.2 Work Bee for installing new shelving units: A discussion ensued about what would need to be done and how much time it would take. Yvonne Mury suggested that Ted Bond could assemble the new shelving units and volunteer help was needed more in the area of removing books from the shelves. It was decided that whoever is free on Wednesday, February 4th at 11:00 AM should come to the library and lend a hand in moving books in preparation for the installation of the new units.

4.3 Employee Safety – Working Alone Policies Don Gourlay will look into what would be needed and the costs to install a panic button system.

5.0 Financial Report. Yvonne Mury presented her financial report as of December 2008 showing that Expenditures were at 84% of the 2008 budget and Revenue was at 65%
Kelli Reimer made a motion that \$1558.40 come from Small Equipment & Capital Expenditures to pay PLS for two computers. Angela Radzikowski Seconded. Carried.

6.0 Library Manager's Report

Kelli Reimer made a motion that the Library will pay for Yvonne Mury and Pat Mabley to attend the Alberta Library Conference held in Japer during April 23rd to 25th. Angela Radzikowski Seconded. Carried.

7.0 Committee Activities

- 7.1 Policy: Chair Kathy Pozniak has been busy at work but plans to get the revised policies on the agenda for the February meeting. (Informed Diane by phone).
- 7.2 Programming: Chair Diane Haskell has nothing to report
- 7.3 Personnel: Chair Harold Imes informed the board that he and Angela have been researching the pay grades.
- 7.4 Finance: Chair Don Gourlay will look over the budget for 2009 once it has been finalized.

8.0 Friends of the Library Are up and almost running, they are taking a break while some members are on holiday and while they are waiting for the return of some registration documents from the Alberta Government. They were able to re-instate the old Friends of the Library registered name. Warren Stewart presented them with a proto type for a plaque in the shape of a book. The group is going to get metal name plates made in recognition of all the donors who helped move the library to the current location and the plaque will be displayed inside the library.

9.0 Councillor Comments

MD of Greenview: Don Gourlay had nothing to report
Town of Valleyview: Warren Stewart – absent

10.0 New Business

10.1 Goals for 2009. A discussion ensued about the goals the library would like to achieve during 2009. It was decided that the complete policy manual that is underway should be filed with the government no later than June, 2009. Diane Haskell would like to see the library outfitted with fully accessible doors for handicapped members of the public. Don Gourlay is working on other building projects and will try to determine what the cost of installing such doors would be. Board members will take some time to think of any changes they would like to see at the library during 2009.

10.2 Bi-monthly brochures. Diane Haskell could not get information to do a brochure for January/February as the Library Manager was too busy with the changeover to the new computer system. It was decided that the brochure is a useful tool and will start up again for February/March 2009. Additions were asked for; Yvonne Mury mentioned that there was a travelling B.C. author willing to visit and sign copies of his books for a fee of \$150.00
Kelli Reimer made a motion to invite the author (Matt Jackson). Angela Radzikowski Seconded.
Carried.

11.0 Correspondence

PLS sent a bill for the Jan 1 to June 30 allotment of \$2736.04. Kelli Reimer made a motion to pay the obligatory allotment. Angela Radzikowski Seconded. Carried.

12.0 Board Working Calendar – additions/deletions

- 12.1 Work bee for moving books February 4th 11:00AM
- 12.2 Family Day – February 16th
- 12.3 Board meeting February 18, 2009 6:30 PM

13.0 In camera Session

Angela Radzikowski made a motion to go in camera at 7:50 PM Don Gourlay seconded.
Angela Radzikowski made a motion to go out of camera at 8:27 PM Don Gourlay seconded.

14.0 Date of Next Meeting

February 18, 2009 6:30 PM

15.0 Adjournment

Meeting adjourned at 8:27 PM by Harold Imes

Chair H. K. Imes

Secretary Stall

Date February 18, 2009