

Valleyview Municipal Library  
P.O. Box 896  
Valleyview, Alberta  
T0H 3N0  
Board Meeting Minutes  
Wednesday, March 23, 2011

In Attendance: Mary Wilson, Grethe Jensen, Brenda Carter, Kerri Danner, Angela Radzikowski, Susanne Tremblay  
Regrets: Diane Haskell, Judy Brothers, Dale Gervais

1.0 Call to Order: Mary Wilson, acting Chairperson in Diane Haskell's absence called the meeting to order at 6:07 p.m.

2.0 Changes to Agenda: added 201.1, 201.11, 203.2, 204.6, 404, 501.2, 506.2, and 506.4 to 10.1 under Policy, and added 11.7 Need approval of Annual Report under New Business. Brenda Carter moved to approve the agenda with the additions. Angela Radzikowski seconded. All in favor.

3.0 Adoption of Minutes: Grethe Jensen moved adoption of February 16, 2011 Board meeting minutes. Brenda Carter seconded.

4.0 Business Arising from Minutes:

4.1 Budget approvals from Town of Valleyview?: not yet

4.2 Summer Reading Program: no updates at this time.

5.0 Financial Report: Angela Radzikowski moved to accept report as information.

6.0 Library Coordinator's Report: Highlights: problems with flooding in the library; A/C at a standstill for now; looks like Book Rate will go through; Library projects – coffee area for adults – Brenda Carter made motion to approve in principle the establishment of an adult coffee area in the gallery area. Mary Wilson seconded. Brenda Carter made motion to purchase the six book display units with the Pembina grant money. Mary Wilson seconded.

7.0 Friends of the Library: Grethe Jensen reported that last month's movie unfortunately had to be cancelled because of the flooding in the library. It will be shown next month. Friends are holding a raffle for a quilt donated by Roxanne Peron. Tickets at Library circulation desk and will be at Farmers' Markets and from Friends members.

8.0 Councillor Comments:

8.1 Town of Valleyview: Brenda Carter sitting in for Warren Stewart: Budget will be looked at; acting Town Manager is Shari Taylor.

8.2 MD of Greenview: Dale Gervais absent at this time.

9.0 Reports from Committees:

- 9.1 POLICY: Kerri, Angela, Grethe, Diane  
Policy changes for 2011 made on the recommendation of Pat MacNamee with Alberta Municipal Affairs.
- 201.1: Legal Name: "Town of Valleyview Library Board"
- 201.1.1 Voting Membership: Brenda Carter will inform Town of Valleyview of this, it includes Dale Gervais, Mary Wilson, Grethe Jensen
- 203.2: Revision of By-Laws and Policy
- 204.6 Annual Report of the Library Board
- 400.2 Working Alone
- 404 Health and Safety: it is Alberta Municipal Health and Safety
- 501.2 Fees: changed to "Borrower's Fees"
- 506.2 Personal Information Bank (PIB) and 506.4 Confidentiality of User Records are new sections and are legally required
- Brenda Carter made motion that first reading of policies with amendments and additions be accepted. Grethe Jensen seconded. All in favor.
- Grethe Jensen made motion that second reading of policies with amendments and additions be accepted. Brenda Carter seconded. All in favor.
- Mary Wilson made motion that third reading of policies with amendments and additions be accepted. Angela Radzikowski seconded. All in favor.
- 9.2 PROGRAMMING: Judy, Mary, Grethe, Diane: no report at this time
- 9.3 PERSONNEL: Diane, Warren, Angela: no report at this time
- 9.4 FINANCE: Diane, Grethe, Dale: no report at this time.

#### 10. New Business

- 10.1 Diane Haskell: proposes that staff are emailed with copies of the minutes by the Board secretary once they have been adopted by the Board: Susanne Tremblay will forward the staff email address to Angela Radzikowski
- 10.2 Diane Haskell: proposes that a sub-committee be established to look into the costs and feasibility of switching the workroom and the programming room: operational. Will table until receive more information from Diane Haskell. Suggested first do switch of these rooms before any other major changes.
- 10.3 Flooding: Brenda Carter will bring this matter up again at the Town of Valleyview's Meeting on Monday, March 28, 2011.
- 10.4 AGM planning: either May 11 or 18. will have potluck.
- 10.5 Disabled door access: on hold until Grant opened up. Mid-sized projects being dealt with now, and still only considering small ones. Suggestion that roof and A/C be done at the same time and can add Disabled Door access to that project.
- 10.6 Air Conditioning: building will need an electrical upgrade.
- 10.7 Need Approval of Annual Report: Grethe Jensen made motion to approve acceptance of Annual Report. Brenda Carter seconded.
- 10.8 Overtime Agreement: Brenda Carter made motion to accept Valleyview Municipal Library Standard Hours agreement. Mary Wilson seconded.

#### 11.0 Correspondence:

11.1 MD Greenview: Council has appointed Grethe Jensen as a member-at-large of the Valleyview Municipal Library: Grethe Jensen was welcomed officially as a new Board member and received a key to the Library.

12.0 Board Working Calendar: Additions/Deletions: April 20, 2011 added as next Board Meeting at 6:00 p.m.

Susanne Tremblay volunteered to bring snacks. Mary Wilson was thanked for bringing snacks to this meeting.

13.0 Date for Next Meeting: Wednesday, April 20, 2011 at 6:00 p.m.

14.0 Adjournment: Mary Wilson adjourned the meeting at 7:30 p.m.

Chairperson

*Mary Wilson*

Secretary

*Angela Rodzikowski*

Date

*Apr 20/11*