

**Valleyview Library Board  
Meeting Minutes  
Wednesday, May 24th, 2017**

In attendance: Adam Norris, Tanya Boman, Scott Biggin, Christy Dalziel, Kerri Danner, Marilyn Frostad, Kelli Reimer and Debbie Stewart

**Regrets:** Les Urness

- 1.0 **Call to Order** – Meeting was called to order by Adam Norris at 5:32 p.m.
- 2.0 **Acceptance of Agenda** – Add 7.2 Review VCLC Handbook  
Scott Biggin made a **MOTION** to accept the agenda. All in favour. Carried.
- 3.0 **Acceptance of Minutes** – Marilyn Frostad made a **MOTION** to accept the minutes. All in favour. Carried.
- 4.0 **CALC/VCLC Program Manager's Report**  
Christy Dalziel presented her written report and details about upcoming programs. Christy also presented Christin Trofimenkoff's Family Learning Coordinator's Report. Tanya Boman made a **MOTION** to receive the reports as information. All in favour. Carried.
  - 4.1 **Signing authority** - Tanya Boman needs to be removed from the signing authority due to a conflict of interest. Marilyn Frostad made a **MOTION** to remove Tanya Boman from the signing authority. Debbie Stewart seconded. All in favour. Carried. Debbie made a **MOTION** to remove Kerri Danner from the signing authority and add Kelli Reimer effective July 10, 2017. Scott Biggin seconded. All in favour. Carried.

The following individuals will have signing authority on the VCLC account at the BMO: Adam Norris, Kerri Danner, Christy Dalziel and Scott Biggin until July 9, 2017.

The following individuals will have signing authority on the VCLC account at the BMO: Adam Norris, Kelli Reimer, Christy Dalziel and Scott Biggin effective July 10, 2017.
- 5.0 **Financial Report** – Financial reports were reviewed. Debbie Stewart made a **MOTION** to receive the financial reports as information. All in favour. Carried.
- 6.0 **Library Manager's Report** – Kerri Danner presented her written report. Scott Biggin made a **MOTION** to receive the report as information. All in favour. Carried.
  - 6.1 **Circulation Desk** - Tanya Boman made a **MOTION** that Kerri Danner will find someone to transport and assemble the circulation desk up to a \$1000 amount to be paid upon the receipt of an invoice from the person/s. Marilyn Frostad seconded. All in favor. Carried.
  - 6.2 **Continued Leaking** - The building has continued to leak in the month of May.

7.0 Business

7.1 **Board Self Evaluation** – Reminder to board members to take home the self-evaluation forms and submit them back to Kerri Danner.

7.2 **Valleyview Community Learning Council Handbook Review con't**- The board members reviewed the handbook, from the Health and Safety on page 17 up to Person Leave on page 20, making appropriate changes. The remainder of the review was tabled to the next meeting. Christy and Kerri will complete the changes to the electronic/paper copies and distribute as needed.

8.0 Trustee Comments

8.1 **MD of Greenview # 16** - Representation absent.

8.2 **Town of Valleyview** - Tanya Boman reported on the progress of the Greenview Regional Multiplex.

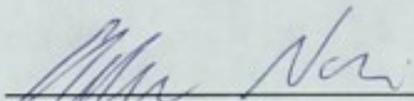
8.3 **Board Trustees** - Nothing to report.

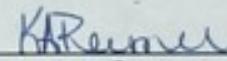
8.4 **Honorarium Sheets** - Present board members to fill out.

9.0 Next Meeting:

Wednesday, Sept 20, 2017 at 5:30 p.m.

10.0 **Adjournment** – Tanya Boman made a **MOTION** to adjourn the meeting at 6:34 p.m. All in favour. Meeting adjourned.

  
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Board Chair

  
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Secretary

sep 27/17  
\_\_\_\_\_  
Date

Sept 27/17  
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Date