

Valleyview Municipal Library Board

Regular Meeting – May 21, 2008

6:00 PM – Media Room

In attendance: Don Gourlay, Donna Rondeau Harold Imes, Diane Haskell, Yvonne Mury

Regrets: Warren Stewart, Kelli Reimer

1. **Call to Order** Meeting was called to order at 6:00 p.m.

Harold Imes moved to accept agenda Motion carried.

2. **Agenda**

Additions made to agenda:

Fruit basket for Angela Radzikowski

Meeting date for Board to discuss Patron Satisfaction Survey and Staff evaluation.

3. **Adoption of Minutes**

Harold Imes motioned to accept minutes of April 30, 2008. Carried

4. **Business Arising from the Minutes**

4.1 Don Gourlay reports that the 2008 library budget has been approved as presented to the Town and the MD of Greenview. He noted that the Letter of Understanding between the Town and the MD is currently being re-worked for corrections before it can be approved.

Yvonne Mury requested a copy of the budget in order to complete the Alberta Municipal Affairs Library Grant Application for the 2008 funding which is due no later than June 13, 2008.

Yvonne Mury presented her Financial Report for April 2008. This was accepted as information.

4.2 Geo Tourism. Don Gourlay noted that the Geo Tourism box located in the Art Gallery would be extensively advertised by the government to promote tourism. He said talks are underway with the Town with regards to the bathroom renovation that is required for the Gallery and it would be nice to see the bathroom project completed before the tourist season.

Yvonne Mury volunteered to make a promotional poster for the Geo-Tourist box.

4.3 Patron Count. Don Gourlay said that it is important that the library tally count more accurately represent how the library is being used (eg. Rhyme Time toddlers are counted as patrons). He requested a system be set up to show which services or programs visitors to the library were using.

Yvonne Mury said that was not possible because the staff did not have the time.

4.4 Letter of complaint regarding Saturday closing. Moved to next meeting as Warren Stuart was not in attendance and he holds the letter.

5.0 New Business

5.1 Staffing

Kerri Danner handed in her resignation after working at the library for four days. The library manager is going to immediately advertise the position again. It was noted that the Saturday and Wednesday evening position has not been filled nor has the summer STEP student job.

Diane Haskell noted that the staffing situation at the library is critical with summer holidays approaching, possible compassionate leaves being required for our current two staff members. Already the library was forced to close on Saturday April 26th and Saturday May 10th due to shortage of staff.

Diane Haskell suggested that the library be closed one of the weekdays to give working people access to the library on a Saturday while the library is short staffed. Yvonne Mury said that was not possible.

Diane Haskell asked if the Peace Library System had emergency staff that could help out during staff shortages. Yvonne Mury said that no such service is available.

Diane Haskell will approach the Hillside High School on May 22, 2008 to see if the Office staff and/or guidance counselor knows of any students age sixteen or older who may be interested in this job.

5.2 Janitorial Contract

Don Gourlay knows of a company that may be interested in this job and will approach them after gathering the job specifications from the Librarian.

6. Library Manager's Report

Library Manager's Report for was accepted as information.

Yvonne Mury will purchase a fruit basket and visit a recuperating board member Angela Radzikowski – representing the library and the board.

7. Councillor Comments: none

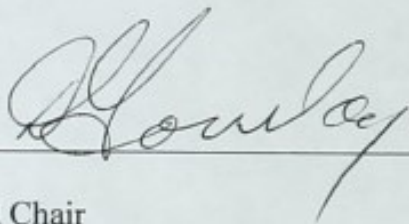
8. Correspondence

The Board received copies of the Peace Library System 2007 Annual Report.


9.0 Next Meeting

Staff evaluation and Patron Survey Satisfaction meeting at 7:00 p.m. Tuesday May 27th, 2008

10.0 Adjournment – Donna Rodeau made a motion to adjourn. Meeting adjourned at 7:10 p.m.



Board Chair



Secretary

Date *Sept 15/08*