

**Valleyview Library Board
Meeting Minutes
Wednesday, February 15, 2017**

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

- 1.0 **Call to Order** – Meeting was called to order by Adam Norris at 5:35 p.m.
- 2.0 **Acceptance of Agenda** – Add 7.3: Policy 501.4. Add 4.2 VCLC Handbook. Tanya Boman made a **MOTION** to accept the agenda. All in favour. Carried.
- 3.0 **Acceptance of Minutes** –An amendment was made to **7.2 Free Library Memberships** to fix the wording to read “Grande Prairie began offering free memberships starting in January of this year.” Marilyn Frostad made a **MOTION** to accept the minutes as amended. All in favour. Carried.
- 4.0 **CALC Manager Report**
Christy Dalziel presented her written report and details about upcoming programs. Christy also presented Christin Trofimenkoff’s Family Learning Report.
 - 4.1 **CALC Staff Contract Terms** – Proposed Staffing Contracts for September to June time periods, renewing on a yearly basis was discussed.
 - 4.2 **VCLC Handbook** – Tabled to next meeting. Board to review in advance and be prepared to discuss.
 - 4.3 **Stock Dog Training Clinic** – Interest has been shown to consider running another one. Reluctance was shown to include this as a fit under our program. Agreement was made to decline taking on the responsibility of organizing this clinic.
 - 4.4 **Surplus Funds** – There is a surplus of \$46,736.70. Judy Smith is organizing the ordering of the vests. Purchasing stainless steel water bottles for distribution is being considered. Other resources were also discussed including pre-ordering for the upcoming years. Christy will explore the possibility of using funds to pay for tutoring hours.

Les Urness made a **MOTION** to receive the reports as information. All in favour. Carried.
- 5.0 **Financial Report** – Financial reports were reviewed. Tanya Boman 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. The Book Club went well. The Library is preparing for the upcoming Free Comic Book Day. Scott Biggin made a **MOTION** to receive the report as information. All in favour. Carried.

7.0 Business

7.1 Policy 203.3.1 Voting Via email – 3rd reading

Debbie Stewart made a MOTION to accept the third reading. Les Urness seconded the motion. All in favour. Carried.

7.2 Board Self Evaluation – Reminder to board members to take home the self-evaluation forms and submit them back before April.

7.3 Policy 501.4 – Borrower Services – Proposed amendment was made to 501.4 (i) Acquiring a Borrower's Card a) Any person who is a resident in the Town of Valleyview or Municipal District of Greenview No. 16, WITH THE ADDITION OF and the Sturgeon Lake Cree Nation to apply for a borrowers' card.

Tanya made the MOTION of First Reading to include Sturgeon Lake Cree Nation in Policy 501.4 (i) a). Les Urness seconded. All in favour. Carried.

Les Urness made a MOTION to accept Second Reading. Tanya Boman seconded. All in favour. Carried.

Debbie Stewart made a MOTION to accept Third Reading. Marilyn Frostad seconded. All in favour. Carried.

The board will need to review Christy Dalziel's performance in March. Kelli Reimer made a MOTION to have Tanya Boman, Adam Norris and Scott Biggin sit on the Personnel committee for review. All in favour. Carried.

8.0 Trustee Comments

8.1 MD of Greenview # 16 – Nothing to report

8.2 Town of Valleyview – Tanya has accepted the secretarial position on the Greenview Search and Rescue board.

9.0 Next Meeting:

Wednesday, March 15, 2017 at 5:30 p.m.

10.0 Adjournment – Tanya Boman made a MOTION to adjourn the meeting at 6:28 p.m. All in favour. Meeting adjourned.


Board Chair


Secretary

Apr 19/17
Date

Apr 19/17
Date