

# Valleyview Municipal Library

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

## Minutes

Regular Meeting of September 15, 2008

*In Attendance:* Harold Imes; Diane Haskell, Don Gourlay; Warren Stewart; Kelli Reimer; Angela Radzikowski; Library Manager, Yvonne Mury and Potential Board Member Kathy Pozniak

*Regrets:* none

1.0 Call to Order: Harold Imes called the meeting to order at 6:10PM

1.1 Diane Haskell welcomed guest and potential board member Kathy Pozniak who is a resident of M.D. Greenview.

2.0 Changes to agenda:

2.1 3.0 June 27, 2008 should read June 26 (meeting for information) July 27 should read July 28, 2008 (Minutes of meeting).

2.2 7.0 should be scratched from agenda

2.3 11.6 should be added: Public Library Consultation Sessions

2.4 12.1 in camera session to be added.

3.0 Adoption of the Minutes: Kelli Reimer moved to adopt the minutes of May 21, 2008. Don Gourlay seconded. Carried. Don Gorlay moved to adopt the minutes of July 28, 2008, Angela Radzikowski seconded. Carried.

4.0 Business Arising from the Minutes

4.1 Friends of the Library. A discussion ensued to decide the benefits of having an open house for potential Friends of the Library. It was decided to house a coffee/cake open house in the evening of Wednesday, October 22<sup>nd</sup> from 7-9PM. Yvonne Mury will contact those who have showed an interest in the past and personally invite them as well as known past members of the group. A newspaper advertisement will also be placed in the Valley Views. Mury will find a book which gives specific instructions on setting up a Friends of the Library group and have the information available for a new group should one decide to form after the information meeting. Harold Imes will see if it is possible to renew the now defunct Friends of the Library group's standing with the government. Library Board members will provide the snacks – Diane Haskell will be in charge of organising the food for this event. Coffee, juice and cups/plates will be bought by the library.

4.2 Visit from MLA Mel Knight. A discussion ensued to decide how best to host our visit from the Honorable Mel Knight MLA in order to showcase the Valleyview library, show the collection; the volume of transactions etc. It was decided to host a pot luck supper for board members and spouses, staff members and spouses and invite Mr. Knight's wife, Dianne. This event will be held on Friday October 17<sup>th</sup> starting at 6:00 PM. Library Board members will provide the meal for this event. Kelli Reimer will be in charge of organizing the food for this event. Beverages, plates, cutlery, napkins etc will be bought by the library.

4.3 Honorarium and gas mileage. A sheet of paper was handed around the table for those board members who are not Town or MD representatives to list their millage. Don Gourlay made a motion

that the board chairman, Harold Imes should visit with Sherry and the Town Office to see how to set this system up so that those board members attending meeting will be paid an honorarium of \$40.00 per meeting plus gas millage. Yvonne Mury expressed concern that this would be hard on the budget and also expressed an interest in having the gas millage rate increased due to increased gas prices. Possible increased gas millage costs will be carried forward to the next meeting to see if there is a discrepancy in current and past rates.

5.0 Financial Report. Yvonne Mury presented her financial report for the period ending August 31, 2008 showing that Revenue is at 60% and Expenses are at 57.30%. Don Gorlay moved to accept the report as information. Angela Radzikowski seconded. Carried.

6.0 Library Manager's Report: Yvonne Mury presented her Library Manager's report giving highlights of the summer and listing some upcoming events as well as the statistics for usage.

7.0 n/a (scratched from agenda)

8.0 Committee Activities:

8.1 Policy. Harold Imes said that there will be an ongoing review of current policies. Yvonne Mury informed the board that a FOIP policy was required in the near future. Now that Kerri Danner has left the board it will be required to check the status of this committee with regards to membership. These issues will be carried to the next board meeting.

8.2 Programming: No updates from Diane Haskell. It is planned that she will implement the Nanowrimo again this November which is a novel writing group; the Amnesty International Day of letter writing on December 10<sup>th</sup> and perhaps start up the Chess Club once again this fall.

9.0 Friends of the Library: Discussion was held earlier in the evening (4.3) and the board decided to hold an open house in October with the hope of attracting people to form a group.

10.0 Councilor Comments:

10.1 Don Gourlay - representing the MD of Greenview: Mr. Gourlay asked what happens to the books donated for the library book sale at the end of the sale. Ms. Mury informed him that they were discarded. Mr. Gourlay asked if they could be donated to a group called Barstal that collects books and ships them overseas to impoverished countries. Ms. Mury said they could have the books so long as someone would pick them up and that she did not have to sort out unsuitable titles. It was agreed that she would phone Don when the sale was over and he would see that the books were picked up.

10.2 Warren Stewart - representing the Town of Valleyview: Mr. Stewart expressed concern that the library was closed once again on a Saturday. (September 13, 2008) He gave the name of a past employee whom he had causally met and suggested that she may be interested in working occasional Saturdays. Ms. Mury agreed to enquire further.

11.0 New Business

11.1 Staffing Shortage: Kelli Reimer agreed to work occasional during the staffing shortage. Further to the discussion at the meeting of July 28<sup>th</sup> it was decided that Ms. Reimer may fill in when necessary and receive an honorarium of \$10.30 per hour which would be billed to the library. Warren Stewart made a motion to accept this system of payment for service from Ms. Reimer. Don Gourlay seconded. Carried.

- 11.2 Board member shortage. The board has recently lost two members; Kerri Danner and Donna Rondeau. There are currently four openings on the library board for members. The board is appreciative that Kathy Pozniak has expressed an interest in serving on the board.
- 11.3 Yearly Calendar of Library Activities: Diane Haskell proposed that the board have a yearly (September – September) calendar of activities printed out with all known events, activities, staff member holidays etc. Events will be added to or deleted at each board meeting. This will be a way to keep the board informed of happenings at the library. It was agreed that this would be a useful tool. Yvonne Mury will email Diane Haskell with known events as time permits before the next board meeting in order to have them added to the calendar.
- 11.4 In Memoriam/In Honour gifts: Diane Haskell proposed that she make up a system of cards, book plates and a catalogue of books and magazine subscriptions that patrons could use to send In Memoriam or In Honour gifts. Yvonne Mury wants to decide how the program will be run with regards to the specific books and amounts donated, and wants to outline the specific rules for the program.
- 11.5 Bi-monthly event leaflets: Kerri Danner is no longer on the board and volunteering this service so there has been a lapse in the production of the patron information leaflets. Diane Haskell volunteered to start them up for October/November. It was decided that these leaflets shall once more be produced. Haskell will do the work at home but have them photocopied at the library.
- 11.6 Public Library Consultation Services: It was decided that Harold Imes, Don Gourlay and Yvonne Mury will attend this meeting at PLS in Grande Prairie on October 6<sup>th</sup>, 2008.

12.0 Date for next meeting: October 15, 2008 6:00 PM

13.0 In Camera – Don Gourlay moved that the board go *in camera* at 8:10 PM

14.0 Out of Camera – Warren Stewart moved that the board go out of *camera* at 8:29 PM

15.0 Meeting adjourned by Harold Imes at 8:29 PM

Chair H. K. Imes.

Secretary [Signature]

Date Oct 15, 2008

