

**Valleyview Library Board
Meeting Minutes
Wednesday, Sept. 27, 2017**

In attendance: Adam Norris, Tanya Boman, Scott Biggin, Debbie Stewart, Kelli Reimer, Kerri Danner

Regrets: Les Urness, Marilyn Frostad and Christy Dalziel

- 1.0 **Call to Order** – Meeting was called to order by Adam Norris at 5:32 p.m.
- 2.0 **Acceptance of Agenda** – Add 6.3 Review of VCLC Handbook
Debbie Stewart made a MOTION to accept the agenda with addition. All in favour. Carried.
- 3.0 **Acceptance of Minutes** – Scott Biggin made MOTION to accept the minutes of the May 24, 2017 meeting. All in favour. Carried.
- 4.0 **Financial Report** – Financial reports were reviewed. Tanya Boman made a MOTION to accept the financial reports as information. All in favour. Carried.
- 5.0 **Library Manager's Report** – Kerri Danner presented her written report.
 - 5.1 **Building** – Continued Leakage – the library building has continued to leak. Damage to the carpet, ceiling tiles and walls has occurred.
 - 5.2 **Library History** – It was suggested to compile a history of the library to preserve its founding and evolution over the years.

Scott Biggin made a MOTION to accept the report as information. All in favour. Carried.

6.0 Business

- 6.1 **Proposed 2018 Budget Review** – Tanya Boman made a MOTION to accept the proposed budget with an amendment to the figures for networking equipment which came in after the budget was drafted. Debbie Stewart seconded the motion. All in favour. Carried. Kerri Danner will submit the budget to the Town of Valleyview and MD of Greenview #16. Adam Norris and Kerri Danner will present the budget in person to the MD after the municipal election.
- 6.2 **Board Self-Evaluation** – Reminder to board members who had not yet submitted their self-evaluation forms to submit to Kerri Danner by the next meeting.
- 6.3 **Valleyview Community Learning Council Handbook Review** – The board continued their review of the handbook from p. 20 Personal Leave

up to p.30 Appendix 2, making appropriate changes. Kerri and Christy will complete the changes to the electronic and paper copies and distribute as needed.

7.0 Trustee Comments

- 7.1 MD of Greenview # 16 – Les Urness was absent
- 7.2 Town of Valleyview – Tanya Boman submitted signing authority documents for VCLC to be kept on file at the library. She reported on her time at the Peace Library System Conference, gave an update about the Multiplex Board and Town Office. She reported the nominations for town council are complete with six councillors running for the six positions.
- 7.3 Board Trustees – nothing to report
- 7.4 Honorarium Sheets – present board members filled out and submitted.

8.0 Next Meeting – Wednesday, Oct. 25, 2017 at 5:30 p.m.

- 9.0 **Adjournment** – Kelli Reimer made a MOTION to adjourn the meeting at 6:57 p.m. All in favour. Carried. Meeting Adjourned.

Adm Nouri
Board Chair

KAReimer
Secretary

25/10/17
Date

Oct 25/17
Date