

COUNTY OF ST. PAUL NO. 19

LIBRARY BOARD MEETING

MINUTES – FEBRUARY 13, 2017

Members Present:

**Irene Van Brabant (Chairperson), Councillor Laurent Amyotte,
Lorna Conner, Connie Currey, Eleanor Zimmerman, Joanne Paquette,
Betty Way (Recording Secretary/Treasurer)**

Regrets: Councillor Dwight Dach

1. CALL TO ORDER:

Irene Van Brabant called the meeting to order at 1:35 p.m.

a. Additions to Agenda:

No additions were made to the Agenda.

Eleanor Zimmerman moved that Agenda be accepted as presented. **Carried.**

2. MINUTES OF MEETING:

The Minutes of December 16, 2016 Regular Meeting were distributed to Members.

Connie Currey moved that the Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – February 9, 2017 as presented.

Funds Received -	\$7,729.98
Expenses Paid Out -	<u>799.17</u>
Bank Balance to February 9, 2017	\$6,930.81
Total Committed Funds -	<u>\$3,301.90</u>
Total Non-committed Funds -	\$3,628.91

Motion that Treasurer's Report be approved as presented, moved by Councillor Laurent Amyotte. **Carried.**

From the Treasurer's Report, Members noted a credit balance pertaining to the Ashmont Public Library, Operations and Maintenance.

Eleanor Zimmerman then moved that a letter be written to Corina Idzan, reminding her that it is policy to stay within the basis of Allocation funding and not exceed the spending amount. **Carried.**

Members spoke of our monitoring systems within the Ashmont and Mallaig Libraries and questioned just how often this monitoring is performed. It was also noted, that confirmation of a Protocol list for contacts in the event of an emergency situation should be verified with our Librarians. Betty Way will look into these concerns and bring back information to the Board.

4. N.L.L.S. REPORT:

Councillor Laurent Amyotte updated Members on a number of happenings stating that a Plan of Service will need to be incorporated.

5. BUSINESS ARISING FROM MINUTES:

a. New Ashmont School – Learning Common:

Members briefly discussed the vision of the Learning Common and shall await final completion of the project.

b. Indigenous Symposium – February 22-24/17, Matrix Hotel-Edm.:

The following Members confirmed their attendance for upcoming Symposium: Councillor Dwight Dach, Councillor Laurent Amyotte, Lorna Conner, Connie Currey, Eleanor Zimmerman, Corina Idzan and Pauline Dechaine.

c. ALC – April 27-30/17, Jasper:

Attendance confirmed for the following to be in attendance: Councillor Dwight Dach, Councillor Laurent Amyotte, Lorna Conner and Connie Currey.

d. Angela Hanson, Library Manager – St. Paul Municipal Library:

Irene Van Brabant informed Members that Angela Hanson will be invited back to our March Meeting.

6. NEW BUSINESS:

a. 2017 Service Agreements:

Members noted that 2017 Service Agreements for funding in the amount of \$45,000.00 shall be written-up for the Elk Point and St. Paul Municipal Libraries.

Lorna Conner moved that our 2017 Service Agreements be prepared with cheques written and delivered to respective parties. **Carried.**

b. Ashmont & Mallaig Libraries:

Librarian's Time Sheets and Statistics were glanced over.

c. Annual Reports for Libraries:

Members glanced over Annual Reports prepared by the Ashmont and Mallaig Public Library Librarians.

Eleanor Zimmerman moved that the Annual Reports be accepted as presented. **Carried.**

d. 2017 Budget Approval – County Council, January 10/17:

Irene Van Brabant stated that County Council approved our Budget at their Council Meeting on January 10, 2017.

e. 2016 Statement of Receipts & Disbursements:

Connie Currey moved that our 2016 Statement of Receipts & Disbursements be approved as presented and shall await final audit from the Office of Synergy Accountants. **Carried.**

f. 2017 Budget:

Lorna Conner moved that our 2017 Budget be approved as presented. **Carried.**

g. Accounts Payable:

Members glanced over our Accounts Payable Register;

December 16, 2016 - totaling \$932.64

January 3 – February 8, 2017 - totaling \$799.17

Connie Currey moved that our Accounts Payable Register be approved as presented. **Carried.**

Members noted that a letter shall be addressed to the Ashmont and Mallaig Public Libraries announcing the 2017 Allocation Funding of \$5,000.00 per Library with a carbon copy sent to Superintendent Glen Brodziak with St. Paul Education Regional Division No. 1.

7. CORRESPONDENCE:

- Elk Point Municipal Library's Program Plan 2017 was shared with the Board.

Members noted that this Program Plan should be shared with the Ashmont and Mallaig Public Libraries as well as the St. Paul Municipal Library.

8. NEXT MEETING:

Scheduled for March 27, 2017 – 1:30 p.m.

9. ADJOURNMENT:

At 3:20 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

Date

Chairperson