

COUNTY OF ST. PAUL NO. 19
LIBRARY BOARD MEETING
MINUTES – FEBRUARY 17, 2015

Members Present:

**Irene Van Brabant (Chairperson), Councillor Dwight Dach (Vice-Chair),
Lorna Conner, Eleanor Zimmerman, Connie Currey,
Betty Way (Recording Secretary/Treasurer).**

**Regrets: Councillor Laurent Amyotte
Angela Lorensen**

1. CALL TO ORDER:

Irene Van Brabant called the meeting to order at 2:00 p.m.

a. Additions to Agenda:

No additions were made.

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

2. MINUTES OF MEETING:

The Minutes of the December 15, 2014 Meeting was distributed to Members.

Councillor Dwight Dach moved that the Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1-February 13, 2015 as presented.

Funds Received -	\$ 122,279.75
Expenses Paid Out -	<u>627.32</u>
Bank Balance to February 13, 2015	\$ 121,652.32
Total Committed Funds -	<u>\$ 608.72</u>
Total Non-committed Funds -	\$ 121,043.60

Motion that Treasurer's Report be approved as presented, moved by Lorna Conner. **Carried.**

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

Members noted that no Report was given in the absence of Councillor Laurent Amyotte. Councillor Dwight Dach spoke of Mircea Panciuk, Director NLLS meeting with County Council on February 10, 2015.

5. **BUSINESS ARISING FROM MINUTES:**

a. **Insurance Policy Update:**

Members were informed that an updated Inventory Listing was received from Pauline Dechaine, Evening Librarian, Mallaig Public Library. Tim Mahdiuk, Assistant Administrator will make necessary adjustments to Insurance Coverage governed by Jubilee Insurance.

b. **ALC Registrations – Jasper, April 30 – May 3, 2015:**

Members confirmed their attendance; Councillors Dwight Dach and Laurent Amyotte, Irene Van Brabant and Eleanor Zimmerman will plan to be in attendance.

It was noted that Corina Idzan will be reimbursed for the use of her own vehicle, only to a sum equivalent to that of the Bus Fee per passenger.

6. **NEW BUSINESS:**

a. **Library Tour:**

Members spoke of making plans for an upcoming Library Board Tour.

Eleanor Zimmerman moved that this item be tabled for future discussion at our next meeting. **Carried.**

b. **County Funding 2015:**

Irene Van Brabant informed Members of our Letter of Acknowledgement that was addressed at the February 10, 2015 Council Meeting.

c. **NLLS Levy Increase:**

Members acknowledged the 2015 Levy Increase of \$5.07 per capita.

Book Allocations for the Ashmont and Mallaig Public Libraries were also recognized: Ashmont Library: \$6,369.37

Mallaig Library: \$6,369.38

d. Library Allocations:

Members discussed increase to our Library Allocations for 2015, noting that the Ashmont Public & Mallaig Public Libraries shall see to an increase of \$5,000.00 per Library.

Connie Currey moved that 2015 Allocations funds of \$5,000.00 be allocated to each of our Libraries. **Carried.**

e. Library Statistics:

Members glanced over stats throughout the months of October, November and December 2014.

f. Librarian Time Sheets:

From glancing over time sheets, Members noted that more clarity needs to be given when time sheets are forwarded from the Mallaig Public Library. Pauline Dechaine will be contacted.

Certificates of Recognition for our Evening Librarians; Corina Idzan and Pauline Dechaine were glanced over my Members.

g. Service Agreements:

Members were informed that our 2015 Service Agreements will be drafted for the St. Paul and Elk Point Municipal Libraries with a funding amount of \$45,000.00 being allocated to each Library with Contracts hand delivered to respective parties.

h. Accounts Payable:

Members glanced over our Accounts Payable Register –
December 15, 2014 – February 12, 2015, totaling \$2,375.67.

Councillor Dwight Dach moved that our Accounts Payable Register be approved as presented. **Carried.**

i. 2015 Public Library Survey & 2014 Annual Report of Public Libraries in Alberta:

Members glanced over the Survey and Report with Eleanor Zimmerman having moved the acceptance of above noted as presented. **Carried.**

j. 2014 Statement of Receipts and Disbursements:

Members also viewed noted Statement with a number of questions arising.

k. 2015 Budget:

Members briefed through our outlined Budget for 2015.

Councillor Dwight Dach moved that the 2014 Statement of Receipts and Disbursements, along with the 2015 Budget be approved as presented. **Carried.**

l. Plan of Service 2015

Members glanced over the Plan of Service, noting a number of changes and the Plan will then be forwarded to Municipal Affairs and NLLS for review.

Connie Currey moved that the 2015 Plan of Service be accepted as amended. **Carried.**

m. Laurent Amyotte's Family:

Members noted that a Sympathy Card shall be sent, moved by Eleanor Zimmerman. **Carried.**

7. CORRESPONDENCE:

Members acknowledged a number of correspondence items.

Library Board Basics Workshops: Innisfree - February 21/15
Ft. Saskatchewan – March 14/15

Lorna Conner moved that Councillor Laurent Amyotte and Pauline Dechaine be granted authorization to attend if so interested. **Carried.**

8. NEXT MEETING:

The next meeting of the Board will be determined at a later date.

9. ADJOURNMENT:

At 4:10 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

Date

Chairperson