

COUNTY OF ST. PAUL NO. 19
LIBRARY BOARD MEETING
MINUTES – SEPTEMBER 19, 2017

Members Present:

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

Regrets: Councillor Dwight Dach,

1. CALL TO ORDER:

Irene Van Brabant called the meeting to order at 1:40 p.m.

- a. Additions to Agenda:
No additions were made to the Agenda.

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

2. MINUTES OF MEETING:

The Minutes of June 6, 2017 Regular Meeting were distributed to Members.

Councillor Laurent Amyotte moved that the Minutes be approved as circulated. **Carried.**

3. TREASURER'S REPORT:

Members glanced over Treasurer's Report, January 1 – September 13, 2017 as presented.

Funds Received -	\$161,651.75
Expenses Paid Out -	<u>144,444.06</u>
Bank Balance to September 13, 2017	\$ 17,207.69
Total Committed Funds -	<u>\$ 3,462.74</u>
Total Non-committed Funds -	\$ 13,744.95

Motion that Treasurer's Report be approved as presented, moved by Connie Currey.
Carried.

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

Councillor Laurent Amyotte spoke of the Plan of Service discussion gatherings. Also mentioning that the 2018 Draft Budget is in place, with no increase to the Levy. Comments that the Policy Committee now has a booklet in place. Next meeting will take place in November. Councillor Amyotte commented on the NLLS Conference Sessions.

5. **BUSINESS ARISING FROM MINUTES:**

- a. **ALC Update:** Members were informed of Ashmont Librarian's Registration cancellation of which a portion was refunded back.
Also noting that Councillor Laurent Amyotte's Registration shall be reimbursed from NLLS.

b. **Library Board Insurance – Kyle Attanasio
General Liability & Accident Coverage:**

Kyle Attanasio entered into the meeting at 2:00 p.m., explaining in detail just what this Insurance Policy entails. Kyle left the meeting at 2:15 p.m.

After reviews from Members, Eleanor Zimmerman moved that we table this item for further discussion at our next meeting. **Carried.**

6. **NEW BUSINESS:**

- a. **Elk Point Municipal Library:**
Members were informed that Elk Point Municipal Library will confirm their attendance for our next meeting.
- b. **NLLS Conference:**
Members shared their thoughts about the NLLS Conference.
- c. **ALC 2018:**
Members will confirm their attendance at a later date. Accommodations have been booked at the Jasper Park Lodge.
- d. **NLLS Levy:**
Irene Van Brabant informed Members that payment shall be forwarded to NLLS now that our Provincial funding has been received.
- e. **Library Tour:**
Members noted that our Library Tour will be determined at a later date.
- f. **Alberta Municipal Affairs – Provincial Funding:**
Irene Van Brabant informed Members that our funding has been received.

g. Library Stats/Time Sheets:

Members glanced over paperwork from our Librarians.

h. Ashmont Public Library – Request Additional Hours Granted:

Irene Van Brabant informed the Board that Corina Idzan requested additional hours to prepare for the Summer Entertainer Day on July 20 (2 hours) and July 26 (3 hours) and being the Board had not met through the summer months, Corina Idzan was granted these additional hours.

Request Change – Evening Hours for Wednesday:

Corina Idzan requested a change to Wednesday's Hours from 3:30 p.m.–6:30 p.m. to better serve the needs of her Patrons.

After a discussion of the Board, Lorna Conner moved that Corina Idzan be granted this time change on a trial basis, effective October 1 to December 31, 2017 with a follow-up report at year end. **Carried.**

i. Mallaig Public Library – Quarterly Report:

Members briefed over Pauline Dechaine's Report.

j. New Ashmont School – Book Detection System:

After some discussion, Joanne Paquette moved that a Book Detection System would not be installed within the Library. **Carried.**

k. Accounts Payable:

Members glanced over our Accounts Payable Register;
June 6 – September 13, 2017 - totaling \$36,004.72

Members noted that within our Policy Manual, it shall be noted that for non-attendance of Members registered for Conference, these fees shall be paid back to the Library Board.

Joanne Paquette left the meeting at 2:45 p.m.

Eleanor Zimmerman moved that our Accounts Payable Register be approved as presented. **Carried.**

7. CORRESPONDENCE:

- Board Basics Workshops
- Thank You Card from Eleanor Zimmerman

8. NEXT MEETING:

Scheduled for October 31, 2017 – 1:30 p.m.

9. ADJOURNMENT:

At 2:55 p.m., Connie Currey moved that the meeting be adjourned. **Carried.**

Date

Chairperson