

Stettler Library Board

Minutes of the Meeting

September 15, 2021
SRC Board Room and via Zoom

Call to Order: 5:16 pm

Attendance: Jane Skocdopole; Les Stulberg; Ben Ayotte; Barb Gano; Gord Lawlor; Corianne Neilson; Blake Chapman; Will Brown

Regrets: Vicki Leuck; Gail Peterson

Staff Present: Rhonda O'Neill; Crystal Friars

Agenda: Gord moved that the agenda be accepted as presented. CARRIED

Minutes for the June 16, 2021 meeting: Barb moved that the minutes be accepted as presented. Blake seconded. CARRIED

1. **Treasurer's Report.** Barb moved that the Treasurer's report be accepted as presented. Gord seconded. CARRIED

2. **Correspondence:**

- a. Parkland Regional Library—Rural Services Grant of \$865.80
- b. Government of Canada—Receipt of the annual Charities Return

3. **New Business:**

- a. Community Needs Assessment—23 people have confirmed to attend. It will be a four-hour meeting with Colleen Schalm from PRL on September 22, 2021. Rhonda explained what to expect with the process and how the board and staff will use the data collected. Board members are not expected to attend.
- b. Stronger Together Online Conference—It will take place on September 22 to 24. Registration is still open and you can watch all sessions except the keynote speakers for a year after the conference.
- c. National Day of Truth and Reconciliation—September 30 is a new federal holiday meant to encourage dialogue around Canadian history and the tragic legacy of the residential school system. Noting the day has not yet been recognized by the province as a holiday, the board was asked how they would like the library to mark the day. The consensus was for the Library to remain open and help community members observe the day through program options and as well as displays.

4. Old Business:

- a. Library Card Sign-Up Month—Complimentary memberships will be sent to the Town and Council Councils by the end of September. The aim is to hit 3000 memberships. Rhonda and staff will reach out to the Grade 5 teachers to offer free memberships. Gord asked about extending memberships to 2 years or longer. In an effort to keep the database current, address checks are conducted at regular intervals. Circulation staff will be consulted and extension of memberships will be implemented.
- b. October is Library Month—Rhonda and Barb will be making a presentation to the Town Council at the end of September, the presentation made to Town Council will be forwarded to County Council as well. Les suggested to send a letter to the councils asking for a proclamation.

5. **Library Manager's Report:** A report was included in the meeting package. Rhonda noted that staff have access to a voluntary rapid testing program for asymptomatic Covid-19 through an initiative of the Board of Trade. Board members and volunteers are able to participate in this program if they wish, but must watch a video before administering the test and testing is to be done once a week at the Library. Contact Rhonda if you are interested.

6. Committee Reports:

- a. Friends of the Library—The AGM was held on September 8. The Friends is hosting the Alberta Culture Days with several other community groups; the Historic Ghost Walk continues to be extremely popular. The summer book sale made over \$1800 in August, the most ever for a summer book sale. Wine Survivor tickets are now available and will be on sale until November 27 with the final elimination draw being December 4.
- b. Advocacy & Programming—Met two times over the summer to set up the Community Needs Assessment which is set to happen September 22, 2021.
- c. Personnel & Finance—The Town has asked that the Library submit the 2022 budget on November 15, with the budget presentation scheduled for December 7 at 7:05. The Personnel & Finance committee will meet to finalize the draft budget in time for the October meeting.
- d. Policy Review –To meet no earlier than October.
- e. Parkland Regional Library—Advocacy met last night and the quarterly board meeting to meet September 16, 2021.

7. **Next meeting**—Wednesday, October 20, 2021 at 5:15 pm.

8. **Adjournment**—Moved by Gord at 5:53 pm.

CARRIED

Minutes approved by the board on October 20, 2021.

A handwritten signature in cursive script, appearing to read "J Skocdopole". The signature is written in black ink on a white background.

Jane Skocdopole, Board Chair