

**Committee of the Stettler Public Library Boards
Town of Stettler and County of Stettler #6
Regular Meeting**

June 19, 2019

Stettler Recreation Centre

Call to Order: 5:35 pm

Attendance: Jane Skocdopole (Chair); Ben Ayotte; Les Stulberg; Will Brown; Vicki Leuck; Gord Lawlor; Barb Gano; Gail Peterson; Blake Chapman

Regrets: Andrew Brysiuk

Staff Present: Rhonda O'Neill; Crystal Friars; Krista Jewett; Megan Roper

Agenda: Addition: New Business d) Meeting Dates. Blake moved that the agenda be accepted with addition. Barb seconded. CARRIED

Minutes for the May 15, 2019 meeting: Barb moved that the minutes be accepted as presented. Ben seconded. CARRIED

1. **Treasurer's Report.** Barb reported that book purchases are starting to come in through the book allotment. Rhonda asked about moving money between lines in the budget and whether or not there needs to be board approval. The consensus was that the budget is just a guideline as long as the bottom line was maintained. One GIC was moved to a higher interest rate of 1.2%. Vicki reported that the Rotary Club will be making a \$1500 donation towards the purchase of a disc cleaning machine. Crystal reported that the Charities Return has been completed. Barb moved that the treasurer's report be accepted as presented. Seconded by Vicki.

CARRIED

2. New Business:

- a. Summer Reading Club Presentation with Krista and Megan—Krista and Megan talked about the Natural World Summer Reading Program and what they have to offer the summer. New this year is an online registration. There were 51 registrations for the program at this point. Family events will be highlighted. Community members have been asked to be special readers throughout the summer. Krista issued an invitation to the board members and, if interested, to contact her.

- b. Parkland Professional Development Workshop (September 23, 2019)—PRL is offering a free PD day for managers and board trustees with the overall theme of communication. Rhonda will register all who are interested in attending. Jane reminded everyone about the PLSB webinar link that Rhonda shared.
- c. Library Card Signup Month (September)—Staff will be have a table at the Farmer’s Market to help target those who don’t use the Library. A push will be made in other ways as well to get the Library’s membership numbers up.
- d. Meeting Dates—Barb asked that the Wednesday meeting dates be looked at due to a scheduling conflict. After some discussion, the consensus was that Wednesdays still work well for most.

3. Old Business

- a. Intermunicipal Agreement—Rhonda and Andrew discussed the funding formula that the County has for Big Valley and Donalda. This has been tabled until September, enabling the entire board to look at the amendments being made.
- b. Minister’s Award—PLSB is working with the new minister to make a plan for issuing the awards.
- c. Signing Authority—RBC needs names, not positions, in the motion. Will moved to amend the April 17, 2019 minutes accordingly. Barb seconded. CARRIED

- 4. Library Manager’s Report:** A report was included in the meeting package. Rhonda provided a quick overview and answered questions from members of the board. Rhonda reported that the decision to pilot waiving of fines has been a positive experience for both staff and patrons.

5. Committee Reports:

- a. Friends of the Library—Meeting was held on June 5, 2019 and Christmas Wine Survivor was the main topic. The date is Saturday, December 7, 2019. The Summer Book Sale will be from August 12 to 15, 2019. The next casino will be in the first quarter of 2020 (February 18-19).
- b. Advocacy & Programming—Plan to set meeting date in September.
- c. Personnel & Finance—Plan to set meeting date in September. Manager’s performance appraisal will be in December.
- d. Policy Review—Plan to set meeting date in September 2019.
- e. Parkland Regional Library—Last meeting was held May 24, 2019. The 2020 PRL budget was discussed. There could be an increased ask from the municipalities. Advocacy is high on the PRL board’s agenda and they are working on a branding message.

- 6. Next meeting**—Wednesday, September 18, 2019 at 5:30 pm.

- 7. Adjournment**—Moved by Barb at 6:36 pm. CARRIED