



Town of Sylvan Lake Library Board
Regular Monthly Meeting

March 8th, 2023
Library Meeting Room

MEETING MINUTES

TIME: 7:00 p.m.

MEMBERS PRESENT: Jeri Wolf, Julie Maplethorpe, Briana Darbyshire, Teresa Rilling, Krista Anderson, Sean McWade, Alex Lambert, Carol Moore, Amanda Forbes, Charlie Farquharson

Regrets: none

Absent : none

Guests: none

	Action to be taken:	By whom:	Timeline:
1. Call to order – 6:56 p.m. As part of our call to order, we respectfully acknowledge that we are meeting on Treaty 6 territory, traditional lands of First Nations and Métis Peoples. We are grateful for the Knowledge Keepers and Elders who have gone before us.			

<p>2. Approval of the Agenda a. Alex moved to accept the agenda. Carried.</p>			
<p>3. Approval of the Minutes a. Teresa moved to accept the minutes as amended. Carried.</p>			
<p>4. Communications a. Welcome new Board member. i. The Board welcomed Charlie Farquharson as a new member of the Town of Sylvan Lake Library Board.</p>			
<p>5. Financials a. Treasurer's Report.</p> <p>Daily Banking: \$87,345.79 GIC 1: \$160,694.28 (matures in June 2023) GIC 2: \$80,941.95 (matures in March 2023)</p> <p>The full balance of the Board savings account to the daily banking on Feb 21, 2023. The amount moved was \$80,196.41.</p> <p>We have provided direction to Servus for the GIC that is maturing next week and it will be reinvested as per the vote at last months' Board meeting.</p> <p>All signing authorities have been updated. Valerie will be given viewing rights to the accounts upon submission of approved minutes this month.</p> <p>Amanda moved to have the financial report accepted as presented. Julie seconded. Carried.</p>			

<p>6. Library Operations</p> <ul style="list-style-type: none"> a. Assistant Director's Update - See March package for details. b. Programming Update - See March package for details. 			
<p>7. Open Items</p> <ul style="list-style-type: none"> a. No open items. 			
<p>8. New Items</p> <ul style="list-style-type: none"> a. Library Lease (2023-2033). <ul style="list-style-type: none"> i. Concerns were raised around the lack of clarity on responsibilities around external maintenance and general upkeep between the library and the town. Written clarification was requested to be included in the lease before signing. ii. Inclusion of clarification of upkeep of security system responsibilities was also requested. iii. A maintenance schedule addressing both of these concerns is requested to be included in the lease before approval. 			
<p>9. Policy</p> <ul style="list-style-type: none"> a. No new policies to share. 			
<p>10. Information and Updates</p> <ul style="list-style-type: none"> a. Library Director Search <ul style="list-style-type: none"> i. Briana moved to enter In-Camera at 7:38 p.m.. Carried. ii. Julie moved to exit In-Camera at 8:17 p.m. for a brief recess and a meeting of the Personnel Committee. iii. Briana moved to enter in-camera at 8:39 p.m.. Carried. iv. Teresa moved to exit in-camera at 8:47 p.m.. Carried. 			
<p>11. Next meeting: April 12, 2023 at 6:30 p.m.</p>			

12. Adjournment: Briana moved to adjourn at 8:50 p.m.

April 12, 2023
Dylan Steis