

Stettler Library Board

Minutes of the Meeting

December 19, 2020

Via Zoom

Call to Order: 5:17 pm

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

Staff Present: Rhonda O'Neill; Crystal Friars

Agenda: Jane asked that 2. Correspondence b) Insurance be added to the agenda. Barb moved that the agenda be accepted as amended. CARRIED

Minutes for the November 18, 2020 meeting: Corianne moved that the minutes be accepted as presented. Gail seconded. CARRIED

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

2. **Correspondence:**

- a. Canada Revenue Agency—10% wage subsidy from the Government of Canada was received in the amount of \$3843.43.
- b. Insurance (car insurance)—Jane contacted Brenda Anderson about liability insurance to be added to personal insurance for use of personal car in case of accidents. She is still waiting on an answer. Table until January.

3. **New Business:**

- a. Covid-19 Closure Update—Closed for at least 4 weeks. 2 people in the library at a time. Curbside is going strong with lots of phone calls. Vacation time is being taken. Gord thanked Brad and Greg for their help with the facility. Regular hours for all employees.
- b. December 24 Closure and Gift Cards—Building will be closed December 24 and 28. Rhonda asked about giving the staff gift cards in lieu of the staff Christmas party in this unusual year. Gord suggested purchasing Stettler Dollars in lieu of gift cards.

Barb moves that the Library be closed on December 24 and 28 with pay and the staff each receive \$50 Stettler Dollars as a thank you. Gord seconded. CARRIED

4. Old Business:

- a. Budget 2021 Update—The Town of Stettler has passed the Library’s 2021 budget. Still waiting on the County. Les expects to see that happen in early 2021.
- b. Banking Under Legal and Trade Names (Intermunicipal Agreement)—Gord moved that the legal name of the Stettler Library Board and the trade name of the Stettler Public Library both be used going forward. Barb seconded. CARRIED

5. Library Manager’s Report: A report was included in the meeting package. Board members were given an opportunity to ask questions. Partnership with Stettler Information and Referral Centre and Stettler FCSS to deliver activity kits to isolated seniors was highlighted.

6. Committee Reports:

- a. Friends of the Library—Crystal reported that everything was a great success with the first online Wine Survivor Raffle. Positive feedback about how it was conducted. Gord suggested putting the immunity price right on the ticket in future. Final raffle numbers will be reported at the next board meeting.
- b. Advocacy & Programming—No meeting
- c. Personnel & Finance—To meet after board meeting
- d. Policy Review – Finance policy tabled until January 2021.
- e. Parkland Regional Library—No meeting. Gord reported that other regional libraries are very interested in the Advocacy Working Group and is hoping to start up their own.

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

8. Adjournment—Moved by Will at 5:58 pm. CARRIED