

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

May 20, 2020

Via Zoom

**Call to Order:** 5:01 pm

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

**Regrets:** Gord Lawlor

**Staff Present:** Rhonda O'Neill; Crystal Friars

**Agenda:** Ben moved that the agenda be accepted with the addition of New Business d) Staff Holidays; Old Business c) Trade Fair and d) Casino Monies. Barb seconded. CARRIED

**Minutes for the April 15, 2020 meeting:** Barb moved that the minutes be accepted as presented. Les seconded. CARRIED

1. **Treasurer's Report.** Barb reported that the Library received a grant from the Kimberley Foundation for \$4500 and half of the Provincial Operating Grant has been received. Barb moved that the treasurer's report be accepted as presented. Vicki seconded.

CARRIED

2. **Correspondence:** No correspondence.

3. **New Business:**

- a. Provincial Operating Grant Application—It has been completed and is waiting on signatures from the County CAO.
- b. Decision about Reopening During Phase 2—Discussion centered around the AHS checklist and PLSB guidelines. Decision on reopening has been tabled until June 17, 2020 meeting.
- c. Time and Method for June Board meeting—Meeting to be held June 17, 2020 at 5 pm. Attendance can be in person or via Zoom. RSVP with Rhonda to let her know how you will be attending.
- d. Staff Holidays—Staff holidays will be dealt with as needed. Refer to Policy 7-4 Vacation (Full time).

**4. Old Business:**

- a. Intermunicipal Agreement—Has been passed by the Town and County. Possibly have an event to celebrate once approved by the Minister.
- b. Steel Wheels Stampede Parade—The Stampede has been postponed. Stacy Benjamin is looking into a distancing parade. Table until needed.
- c. Trade Fair 2020—Has been cancelled. The Library's table for 2021 has been paid for with 2020 monies.
- d. Casino Monies--\$16 072.95 has been deposited into the Friends account. There may be more to come.

5. **Library Manager's Report:** A report was included in the meeting package. Preparations for the Summer Reading Program has begun. Have received a 8 week Canada Summer Jobs employment grant and using some used staffing hours, Megan Roper has been rehired for the summer. PRL is coming to the Library with 6 new public computers and 4 new staff computers. The new people counter will be installed (hardwired and mounted above the door).

**6. Committee Reports:**

- a. Friends of the Library—No meeting
- b. Advocacy & Programming—Possible meeting in regards to signing of intermunicipal agreement.
- c. Personnel & Finance—No meeting
- d. Policy Review – The committee will review the Finance Policy and ensure it sets guidelines around library reserve funds. To meet by Zoom and Rhonda to schedule a meeting.
- e. Parkland Regional Library—May 28 is the next online meeting. Jane mentioned the Virtual Coffee Breaks that PRL has been hosting and is going to try and attend in the future.
- f. ALTA—Jane has resigned from ALTA.

7. **Next meeting**—Wednesday, June 17, 2020 at 5:00 pm. (Time change)

8. **Adjournment**—Moved by Will at 5:41 pm.

CARRIED