

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

April 15, 2020

Via Zoom

**Call to Order:** 5:33 pm

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

**Regrets:** Blake Chapman

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

**Agenda:** Barb moved that the agenda be accepted with the addition of 2019 Notice to Reader under New Business. Gord seconded. CARRIED

**Minutes for the February 12, 2020 meeting:** Les moved that the minutes be accepted as presented. Barb seconded. CARRIED

1. **Treasurer's Report.** Barb moved that the treasurer's report be accepted as presented. Gail seconded. CARRIED
  
2. **Correspondence:** No correspondence.
  
3. **New Business:**
  - a. 2019 Notice to Reader: Chapman and Company completed the 2019 Notice to Reader. Les moves that the 2019 Notice to Reader by accepted as presented and forwarded to PLSB. Barb seconded. CARRIED
  
4. **Old Business:**
  - a. Alberta Library Conference: has been cancelled for 2020 due to Covid-19.
  - b. Trade Show Volunteers: Postponed until June 12-14, 2020 but that may change due to continuing of restrictions. (Note: has been since cancelled).
  - c. Intermunicipal Agreement: G. Lawlor reported that the Town passed the updated Intermunicipal Agreement.

- d. Steel Wheels Stampede Parade (June 12 and 13): The consensus was for the Library to participate if the Stampede goes on. What form participation takes will depend on AHS guidelines and staffing availability.
5. **Library Manager's Report:** A report was included in the meeting package. The Library was contacted by Wendy Rairdan in regards to StettlerLocal.com/TV. Wendy invited the Library to provide content, the staff team is in discussion. Members of the board questioned whether there was a cost to participate. It appears that there not currently a cost for the library to appear, if this changes staff will re-examine whether there is a significant benefit to appearing on this platform. There has been one voluntary layoff, remaining staff are busy working on projects, remote programming and running the popular curbside pickup service. The library is working through the process of implementing our payroll number in hopes of applying on Government subsidies available due to Covid-19 (either 10% or 75% presently). Summer programming may look different this summer due to social distancing. Staff are looking at challenges for families to undertake together and we are discussing with libraries around the province to see how things will roll out. Waiting on news about the Canada Summer Jobs grant application, still no word. We are waiting on news about our waitlisted Young Canada Works grant application. Staff are also looking into online learning platforms, with an eye to potential partnerships to fund this service.
6. **Committee Reports:**
  - a. Friends of the Library—AGM was cancelled. Waiting for news on casino proceeds (Note: Crystal recently learned that \$16,072.95 was deposited into the Friends' casino account).
  - b. Advocacy & Programming—No meeting
  - 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 coordinate the meeting at her earliest convenience.
  - e. Parkland Regional Library—February 20, 2020 was the last meeting. Les distributed the report as well as the Return on Investment reports that were developed for the Town and the County. It was felt that with Stettler's unique position, the ROI for the Town and County would be better illustrated in blended form.
  - f. ALTA—ATLA is hosting a webinar entitled "Strong Leadership in Times of Crisis" April 16. Jane is to participate.
7. **Next meeting**—Wednesday, May 20, 2020 at 5:00 pm. (Time change)
8. **Adjournment**—Moved by Will at 6:26 pm. CARRIED