

Stettler Library Board

Minutes of the Meeting

February 17, 2021
Via Zoom

Call to Order: 5:16 pm

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

Staff Present: Rhonda O'Neill; Crystal Friars

Agenda: Les moved that the agenda be accepted as presented. CARRIED

Minutes for the January 20, 2021 meeting: Gord 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. Ben seconded. CARRIED

2. **Correspondence:** None

3. **New Business:**

- a. 2020 Annual Report—A few board members noticed that their contact information was incorrect and updated their information. Les asked about the collection management numbers, as the report showed fewer items added to the collection than removed. Staff explained that the closure has allowed for more complete weeding of the collection. Barb moved that the 2020 Annual Report be accepted with changes to board contact information. Gail seconded. CARRIED

4. **Old Business:**

- a. Budget 2021 Update—Les confirmed the County of Stettler has approved a reduced requisition for the Library's in 2021. The County cut \$19,700 over the \$6,429 reduction proposed in the library's 2021 budget. The cut was explained as being the result of a 25% cut to MSI Funding used by the County to fund organizations like the Library. Gord reported that the Town does not plan to reduce the 2021 requisition but that there is no additional funding to make up the County shortfall. The Personnel/Finance committee met on February 11, 2021 to look at revising the

budget. The committee is still working on this and would like to table board discussion of the budget until the March 17, 2021 board meeting.

- b. Finance Policy—Questions were asked about the reserve cap. Questions were asked about how the credit card is currently used. A small change for the name of the library board was noted. Barb moved that the Finance Policy be accepted as amended. Gail seconded. CARRIED

- c. Fees for Conversion Services and Disk Repair—Tabled until next meeting on March 17, 2021.

- 5. **Library Manager's Report:** A report was included in the meeting package. Board members were given an opportunity to ask questions. Rhonda reported on a visit by MLA Nate Horner and his assistant James Klassen on Tuesday, February 16. Rhonda attended the virtual Manager's Coffee Break with Parkland and noted that a number of libraries are hoping to offer services by appointment and are not advocating for libraries to reopen to in person visits.

6. **Committee Reports:**

- a. Friends of the Library—No meeting
- b. Advocacy & Programming—No meeting
- c. Personnel & Finance—To meet March 10, 2021.
- d. Policy Review – Will meet virtually.
- e. Parkland Regional Library—No meeting.

- 7. **Next meeting**—Wednesday, March 17, 2021 at 5:15 pm.

- 8. **Adjournment**—Moved by Will at 6:09 pm.

CARRIED