



Town of Sylvan Lake Library Board
Regular Monthly Meeting

October 12th, 2022
Library Meeting Room

MEETING MINUTES

TIME: 6:30 p.m.

MEMBERS PRESENT: Andrea Newland, Julie Maplethorpe, Briana Darbyshire, Sean McWade, Teresa Rilling, Alex Lambert, Deb Parry, Krista Anderson

Absent : Rob Wiens, Virginia Beswick

Minutes Taken By: Sean McWade	Action to be taken:	By whom:	Timeline :
1. Call to order – 6:31 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</p> <p>a. Stronger Together conference added to Information and Updates. Briana moved to accept the agenda. Carried.</p>			
<p>3. Approval of the Minutes:</p> <p>a. Krista moved to accept minutes. Carried.</p>			
<p>4. Communications</p> <p>a. No communications to share.</p>			
<p>5. Financials</p> <p>a. Treasurer's Report</p> <p>Daily Banking: \$89,963.66 GIC 1: \$160,694.28 GIC 2: \$80,941.95</p> <p>Brianna moved to have her report accepted as presented. Teresa Seconded. Carried.</p>			
<p>6. Library Operations</p> <p>a. Director's Update - See October package for details. b. Programming Update - See October package for details.</p>			
<p>7. Open Items</p> <p>a. Stronger Together Conference update - Julie shared her experience from attending this conference. From emerging technology and associated ethics to insightful perspectives of the various roles and responsibilities of library directors, it was a very worthwhile and informative conference.</p> <p>b. Parkland supported advocacy conference - Krista shared her experience from the conference, particularly the collaboration between different sized communities in a solution focused approach to similarly experienced situations.</p>			

<p>8. New Items</p> <ul style="list-style-type: none"> a. Director's Annual Review <ul style="list-style-type: none"> i. Teresa moved to go in camera for the Director's Annual Review at 7:05 PM. ii. The board exited the in-camera session at 7:17 PM. iii. Krista moved to approve the director's annual pay increase based on the positive result of the Director's Annual Review. This will move her to Step 10 on the 2022 wage grid. Alex seconded. Carried. b. Revised Bylaw with GST <ul style="list-style-type: none"> i. Teresa moved for the first reading of the Bylaws of the Town of Sylvan Lake Library Board. ii. Julie moved for the second reading of the Bylaws of the Town of Sylvan Lake Library Board as amended (updated dates for readings and change to footer) iii. Teresa moved for unanimous consent to proceed with 3rd reading of the revised and amended Bylaws of the Town of Sylvan Lake Library Board. iv. Briana moved for the Third Reading of the Bylaws of the Town of Sylvan Lake Library Board. 			
<p>9. Policy</p> <ul style="list-style-type: none"> a. Governance Policies: <ul style="list-style-type: none"> i. Personnel Committee (2016) b. Service Policies: <ul style="list-style-type: none"> i. Hours and Days of Operation (2016) required ii. Programming (2016) iii. Behaviour in the Library (2016) iv. Program and Test Rooms (facility use) (2018) required c. Personnel Policies: <ul style="list-style-type: none"> a. Personnel policy (reviewed yearly) required 	a) Update policies as required	a) Policy board members	a) 2022/2023
<p>10. Information and Updates - no new information or updates to share</p>			

11. Next meeting: November 9th, 2022 at 6:30 p.m.			
12. Adjournment: Deb moved to adjourn. Adjourned at 7:30 p.m.			

Debra J. Hill
Nov 9, 2022