

**In Attendance: Lisa, Linda, Jodi, Bjornda, Dan, Levi**

**Regrets: Mohammed, Boyd, Jessi, Marilyn**

1. Call to Order – 5:36pm
2. **Motion to Approve the Agenda, Levi PASSED**
3. **Motion to Approval of Minutes, Jodi PASSED**
4. **Motion to Accept Standing Reports, Bjornda PASSED**
  - a. Library Manager Report –Borje will be asked to come look at lighting situation to give ideas for solution and quote
  - b. BD & P
  - c. HR & F – no report
  - d. TAB - no representative
5. **Motion to Accept Treasurer Report, Dan PASSED**
6. Correspondence **Accepted, Dan**
  - a. Shortgrass – Computer Refresh Grant and Capacity Grant – Shortgrass will update 14 computers that are deemed unable to be upgraded for software with Microsoft. \$5000 reimbursement also being given from Shortgrass. Polled staff and patrons; special shelves that tilt, in adult, section allowing patrons that are in wheel chair or mobility challenged. Also improves lighting situation with shelves tilting. Need 130 shelves.
  - b. STEP and SRP Grants- no STEP Grant for us this year. Have wages fund to re-allot to fund summer reading program. Received Canada Summers job grant for assistant.
7. Old Business
  - a. Policy review schedule status
    - i. Great work! HR&F has completed 3 of 4 policy reviews for the year and BD&P 3 of 7!
  - b. New Facility/Fundraising updates
    - i. more furnishings have arrived – the end is in sight!
    - ii. Movers arranged for some large relocations for May 29<sup>th</sup>, includes Lisa's office move to upstairs
    - iii. Fireplace follow up, Dan
    - iv. No responses to the RFP – Lisa will revise dates, consult with local artists about wording, and reissue
  - c. Genealogical Room
    - i. shelving is in – GenSoc can move in anytime ☺
  - d. 2018 Plan of Service
    - i. Draft presentation
8. New Business

Committee Chair: \_\_\_\_\_

Library Manager: \_\_\_\_\_

- a. HR & F Policy - none
- b. BD & P Policy
  - i. **Motion to Approve C.2 Gifts and Donations, Bjornda** **PASSED**
  - ii. **Motion to Approve Bylaw of Brooks Library Board, Levi** **PASSED**
- c. HR & F to investigate ways to invest \$50,000 of the \$100,000 from the operational reserve account – tabled, no HR&F meeting this month
- d. Jodi's last meeting ☺ Jodi gifted the board with yummy cupcakes!

**9. Motion to Adjournment 7:27pm, Dan**

Next Meeting:            May 28<sup>th</sup>, 2018 @ 5:00 (due to auditor)



Committee Chair: \_\_\_\_\_

Library Manager: \_\_\_\_\_