



1. Call to Order at 5:00pm – Welcome, Introductions
2. Approval of the Agenda Motion: Dan      PASSED
3. Approval of Minutes Motion: Malina      PASSED
4. Standing reports
  - a. **Head Librarian**
  - b. **HR & F** – Reviewed financials
  - c. **BD & P** – Tabled.
    - i. **Committee members** – Jessi, Linda and Marilyn to join PD&P
  - d. **Building Committee** –
    - i. Super Net – Library to pay to have Super Net moved to new library. Library contracts through Axsia and Axsia pays fees to the provider. Approximately \$45K to move to new library. Axsia will request RFP on behalf of library. Right now at 22MB per sec. If we want to increase it then it will cost more (i.e. 30MB per second). This is an increase in cost to infrastructure.
    - ii. May 1<sup>st</sup> Meeting - Gathering of all stakeholders of the complex at the CRA in the Don Bruce room from 12:00 to 1:00pm. Reviewing the plans that are all finalized.
  - e. **Social Committee**
    - i. April 24 Potluck – Approximately 20 people in attendance. Well received event.
    - ii. June Volunteer BBQ – Committee requesting \$200.00 from Board for BBQ. June 19<sup>th</sup> tentative date for BBQ. Dan and Linda will look into obtaining donated burgers for the event. Estimated 20 to 30 people in attendance. Follow up in 2 weeks re: burgers.
  - f. **TAB**
    - i. Representation – Meeting next week asking kids about new library space. Mini golf in library event coming up. Look at electing new rep.  
Motion: Bjornda      PASSED
5. Old Business
  - a. **Book Houses** – Locations approved at Council Committee and Council in Patricia approved a book house. One book house to go out to Lake Newell Resort. Looking to put one at the Museum.
  - b. **Policy review status/ schedule** – Tabled.
  - c. **Board members orientation/ PD** – Tabled. Cathryn to look into George's work into the Board member orientation package.
  - d. **Board Retreat (Board Basics Workshop)** – May 23<sup>rd</sup>. College is booked and Lisa is taking over the coordination and organization of event. Members to go on Library Branch

website to register (those who can attend). Library Board looking for 25 people to register in order to host the event.

- e. **Board Vacancies** – 1 application received – Motion to submit application to the City for Jodi Lamotte. Motion: Nigel PASSED
  - i. Vice Chair: AGM
  - ii. Minute Taker: Malina – Jessi to fill in next month while Malina on vacation.
- f. **AB Library Conference:** Lisa, Linda and Allison to attend the Conference.
- g. **Sourcing payroll services:** Tabled.

- 6. **Treasurer report** – Malina to look into City payment for 1<sup>st</sup> quarter. Fundraiser in March that received approximately \$800. The auditor has our books. The Province of Alberta and County of Newell funding is usually received in the fall. Shortgrass payment is made in 2 payments throughout the year. Cathryn to look into Telus for better rates.

Motion: Jessi PASSED

7. New Business

- a. **Plan of service 2015-2018** - Communication from AB Library Branch that our plan of service is ending. We will need to do one for 2015 to 2018 and will need to get community feedback etc. Josh has a draft plan of service. Part of the draft plan of service included the transition to a new facility. Cathryn to look into the draft copy and submission deadline. To be reviewed by the Board at the next meeting.
- b. **Sage payroll renewal** – Will need to look into renewing our payroll table servicing. Will need to look into when it expires. Look into what we are losing if we choose not to renew. To negotiate waiting until the May Board meeting. Cathryn to follow up at next meeting.
- c. **Code of Conduct Policy from the City** – To sign and bring to the next Board Meeting.
- d. **Summer student grant** – Need someone with signing authority now and at the end of summer. The grant is only ½ of what we received last year. Cathryn to draft letter and Mohammed and/or Bjornda to sign. Letter will notify that George is no longer with the library and providing the new contact information.
- e. **Signing authority** – To remove Lisa Crosby and George Hawtin from signing authority

Motion: Dan Klein PASSED

8. In-Camera

Motion: Nigel PASSED

9. Adjournment at 6:26pm

Motion: Nigel PASSED

Next Board meeting is May 25, 2014 @ 5:00pm

Head Librarian \_\_\_\_\_

Board Chair \_\_\_\_\_

