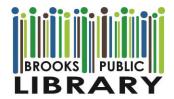
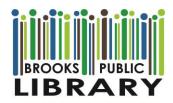


- 1. Call to Order: 6:01 pm
  - a. Welcome and Introductions
  - b. In attendance: Lisa Crosby (Board Chair), Kimberley Sharkey(City Council Representative), Nigel Seymour (County Council Representative/Treasurer), Beverley Signarowski, Ellard Kanewischer, Amber Reid (Vice Chair), Terri McTavish(Auditor)Sarah McCormack (Librarian).
  - c. Regrets: Karen Nelson, Jannet Bactol
- 2. Approval of the Consent Agenda
  - a. Moved by: Amber
  - b. Voted: Approved
- 3. Rest of Agenda
  - a. Moved by: Ellard
  - b. Voted: Approved
- 4. Consent Agenda
  - a. April 2013 Board Meeting Minutes
    - i. No comments
  - b. May Income Statement
    - i. Requested reports:
      - 1. Actual year to date 2013 compared with budget report
      - 2. Accounts Payable listing for the month report
      - 3. 2012 and 2013 compared year to date report
    - ii. Create line item for grant expenditures (Sarah will ask auditor for language)
    - iii. Restricted fund located in net assets \$200
      - 1. Considering that we created a \$7000 endowment fund, please consider this restricted fund as part of that endowment
        - a. Motion: Ellard
        - b. Voted: Approved
  - c. HR & F Report
    - i. Verbal report
    - ii. Had a policy meeting May 22<sup>nd</sup>, 2pm
      - 1. Completed G.4 Donations and Naming Policy
      - 2. Viewed the policy G.5 Fiscal Management Policy
      - 3. Will bring these policies to the Board in June
    - iii. Financial meeting May 29, 5pm



- 1. CFSEA funds are completed
- 2. \$3000 Vital Impact Grant for Teen Programming
- d. BD & P Report
  - i. Amber submitted written report
    - 1. Policy G.2 not quite complete
    - 2. Code of Ethics policy and Policy on Policy Making complete for June meeting
- e. Head Librarian Report
  - i. Verbal report
  - ii. Will email policies to be reviewed by the Board
- f. Board Chair Report
  - i. Business as usual
- 5. Business arising from the April 2013 Board meeting minutes
  - a. Rose garden and outdoor spaces
    - i. Bill Watson and City updates all moving forward
  - b. Lighting and Safe Communities
  - c. Leisure Centre Passes
    - i. Sarah will look into courier from Leisure Centre to City Hall
  - d. Board email and drive access
    - i. Reminder
- 6. New Business
  - a. Auditor
    - Draft financials this year due to so many new faces. Doesn't anticipate any changes
    - ii. Documentation suggestions a few areas where we can document things better
    - iii. Movement of \$200 to Endowment fund
    - iv. Went over the financials with us the board spoke in camera
    - v. Motion to accept accountant prepared Financial Audit Documents:
    - vi. Make a motion: Amber
    - vii. Voted: Approved
  - b. Plan of Service
    - i. Sarah will complete and submit to entire board
    - ii. Board will comment and add/delete
    - iii. Lisa will approve when done
    - iv. Sarah will submit to the province



- c. Training ALTA website
  - i. Lisa introduced the website and spoke to the idea of training 'bites'
  - ii. One paper set of the policies and handbook etc Orientation packages instead
  - iii. Motion to join ALTA
  - iv. Motion: Ellard
  - v. Voted: Approved
- d. Policies
  - i. Tabled to June, 2013
- 7. Adjournment 8:00 pm
  - a. Motion: Lisa
  - b. Voted: Approved
- 8. Next Board Meeting: 6pm, June 26, 2013