

In Attendance: Lisa, Nigel, Mohammed, Bev, Bjornda, Jessi, Marilyn, Dan, Linda, Boyd

Regrets: Jodi

1. Call to Order @ 5:03
 - a. New Board Member, Boyd Nummi
2. 2016 Financial Audit presentation – Terri@McTavish&Co
 - a. Reconciliation process has some persistent problems, they can clean up for us
 - b. Review of Documents
 - c. **Motion to Move In-Camera @ 5:58** by Dan **PASSED**
 - d. **Motion to Exit @6:08** by Linda **PASSED**
3. 10 minute recess called by Mohammed
4. **Motion to Approve Agenda with Additions** by Marilyn **PASSED**
5. Approval of April Minutes tabled
 - a. *Lisa will type minutes for review/approval at June meeting*
6. Standing Reports
 - a. Library Manager's Report
 - i. More detailed report is much appreciated
 - b. HR&F Minutes
 - c. BD&P Minutes
 - d. TAB – no report
 - i. Is TAB aware that they should be attending monthly Board meeting?
 - e. **Motion to Accept Standing Reports** by Linda **PASSED**
7. Treasurer's Report
 - a. Terri McTavish was able to help elaborate some of Bjornda's points
 - b. **Motion to Accept Treasurer's Report** by Jessi **PASSED**
8. Correspondance
 - a. Invitation for Manager and Board Chair to Shortgrass BBQ and Info sessions on June 21st
 - i. Marilyn will attend with Lisa in Mohammed's place
 - b. Quote for blinds from Brooks Decoration Centre

Board Chair: Mohammed Idnisi

Library Manager: L. Crosby

Date: _____

- i. \$831.48 for 3 blinds and installation

9. Old Business

- a. Policy review status/schedule – on schedule
- b. Fundraising update – nothing
- c. Project update – numbers greatly increased
 - i. Still in the midst of moving but staff is responding well
 - ii. Out of old facility completely by end of May
 - iii. Final load move on May 30th
 - iv. Shelving at former library still needs to be dismantled and removed

d. 2016 Financial Audit

- i. **Motion to Accept Formal Financial Audit for 2016** by Bjornda

PASSED

e. Genealogical Society agreement

- i. Reviewed by Lisa, questions from Board
- ii. Approved with "in writing with 3 months notice" clause addition
- iii. Assumed move-in date of August 2017

f. Financial Audit RFP – no forward movement

10. New Business

a. HR&F Policy approvals/review/deletion - none

b. BD&P Policy approvals/review/deletion

- i. S.1 Confidentiality of User Records Policy
 - Reviewed by Lisa/Board questions and discussion
 - **Motion to Accept S.1 as presented** by Marilyn

PASSED

ii. C.3 Access to Services Policy

- Reviewed by Lisa
- **Motion To Accept C.3 as presented** by Jessi

PASSED

c. Executive and Committee Appointments

- i. Chair – Mohammed, by acclamation
 - nominated by Dan, seconded Bjornda
- ii. Vice Chair – Linda, by acclamation
 - Nominated by Mohammed, seconded by Nigel
- iii. Secretary – Jodi, by acclamation
 - Nominated by Jessi, seconded by Linda
- iv. Treasurer – Bjornda, by acclamation
 - Nominated by Nigel, seconded by Marilyn

v. BD&P Committee Chair – Dan



Board Chair: _____

Library Manager: _____

Date: _____

- Additional committee members: Linda, Marilyn, Jodi and Boyd
 - vi. HR&F Committee Chair – Bjornda
 - Additional committee members: Jessi, Nigel and Bev
 - d. Telephone lines – no telephone lines installed in new facility by City
 - i. Options:
 - City will run lines, Library pays for phone room installation, either to level of immediate need or to degree of anticipated need
 - Participate with Shortgrass (and MHPL) in their VOIP telephone systems
 - ii. **Motion to Authorize Lisa to Install VOIP in Library** by Boyd **PASSED**
 - **Motion to Cease Discussion for Immediate Vote** by Nigel **PASSED**
 - e. Shortgrass Board Meeting
 - i. *Lisa and Dan will extend invitation to hold board meeting in the new library before October*
 - f. Newell County Library Board
 - i. Nigel to bring overview of County of Newell Library responsibilities and purpose for next meeting
11. **Motion to Adjourn @7:38pm** by Jessi

Next Meeting: June 26th, 2017 @5pm

Board Chair: _____

Library Manager: _____

Date: _____