

SLS Board Meeting – SLS Headquarters
MINUTES – APPROVED
Wednesday, August 21, 2019



Present:			
Dwight Kilpatrick (Chair)	Kelly Christman (Vice-Chair)	Joel Goodnough (Trustee)	
Deborah Reid-Mickler (Trustee)	Phil Turnbull (Trustee)	Yoko Fujimoto (Trustee)	
Kevin Jones (Trustee)	Michelle McKenzie (Trustee)	Petra Mauerhoff (CEO)	
Craig Widmer (Treasurer)	Stacey Pahl (Executive Assistant)		
<u>Agenda Item</u>			<u>Page(s)</u>
1.	Dwight Kilpatrick called the meeting to order at 1:00p.m.	CARRIED	
1.1.	Acknowledgement of Traditional Territory. Shortgrass Library System honors and acknowledges that we are situated on Treaty 7 and Treaty 4 territory, traditional lands of the Siksika, Kainai, Piikani, Stoney-Nakoda, and Tsuut'ina as well as the Cree, Sioux, and the Saulteaux bands of the Ojibwa peoples. We also honor and acknowledge that we are on the homelands of the Métis Nation within Region III.		
1.2.	Moved by Michelle McKenzie that the SLS Board excuse absent Board members Terrie Matz and Stacey Barrows due to prior commitments.	CARRIED	
1.3.	Moved by Craig Widmer that the SLS Board approve the August 21, 2019 Agenda as presented.	CARRIED	1
1.4.	Moved by Kelly Christman that the SLS Board approve the May 15, 2019 SLS Board Meeting Minutes with the following amendment: - add Craig Widmer (Treasurer) to the trustees present under attendance.	CARRIED	2-3
2.	Moved by Kevin Jones that the SLS Board approve the Financial Statements as presented.	CARRIED	4-7
3.	Action Items		
3.1.	Moved by Yoko Fujimoto that the SLS Board approve the furniture purchase (as per July 9 email) to be paid for from capital reserves.	CARRIED	8-14
3.2.	Moved by Kelly Christman that the SLS Board approve the release of up to \$11,100.00 + GST to pay for cost overrun on the HQ renovation project to be paid for from capital reserves.	CARRIED	15-18
3.3.	Moved by Joel Goodnough that the SLS Board discuss the cyber insurance proposals as presented. Moved by Joel Goodnough that the SLS Board approve entertaining Quote #3 from the Western Insurance Broker with a \$2,000,000.00 limit and an annual premium of \$1,500.00.	CARRIED	19-22
3.4.	Moved by Yoko Fujimoto that the SLS Board form a CEO evaluation subcommittee consisting of Dwight Kilpatrick, Craig Widmer and Kelly Christman. Trustees are to complete Policy C.13 (E) provided in the agenda and bring them to Dwight Kilpatrick at the September 18, 2019 board meeting in Bow Island. Additionally, trustees will consider the following questions to the September 18, 2019 meeting: <ul style="list-style-type: none"> ● Where do we see Shortgrass Library System going in the future? ● Is there anything that would prevent us from being successful in the next 5 to 10 years? ● How will we mitigate or overcome these risks, challenges or obstacles? <ul style="list-style-type: none"> ○ And specifically, how can our CEO help lead the organization into the future? ○ What supports can the Board offer to make this happen? At the September 18th, 2019 Board Meeting, the Board will have an in camera session and compile their input, including the written information provided. At that meeting, the Board will, in collaboration with the CEO, choose a date for the performance appraisal to be completed.	CARRIED	23-34
3.5.	Moved by Phil Turnbull that the SLS Board approve Policy B:07: Bylaws Legislative as amended.	CARRIED	35-39
3.6.	Moved by Kelly Christman that the SLS Board approve Policy C.09: Health Care/ Life Insurance as presented.	CARRIED	40-41

Mission Statement

Shortgrass Library System provides quality library support services to member municipalities and partners.

3.7. Moved by Craig Widmer that the SLS Board approve Policy C.19: Probationary Periods as presented.	CARRIED	42
3.8. Moved by Deborah Reid-Mickler that the SLS Board approve Policy C.22: Termination of Employment as presented.	CARRIED	43
3.9. Moved by Michelle McKenzie that that the SLS Board approve Policy G.04: Information Security as presented.	CARRIED	44-46
CARRIED		
4. Moved by Kelly Christman that the SLS Board receive the following items for information.		
Moved by Joel Goodnough that the SLS Board accept the 2020 SLS Meeting Calendar dates with the following amendment: - February 13, 2019 should read February 19, 2019.	CARRIED	
4.1. CEO reports – Petra Mauerhoff		47-59
4.2. Manager, Systems & Technical Services reports – Chris Field		60-63
4.3. Client Services Librarian reports – Samantha West		64-67
4.4. Provincial funding email		68
4.5. LAPP compliance report package		69-77
4.6. 2020 SLS meeting calendar		78
4.7. Strategic planning session follow-up survey (Member Library priority ranking)		79-84
4.8. Solar panel energy production information reports		85-97
CARRIED		
5. Moved by Craig Widmer that the meeting be adjourned at 2:09p.m. Next Board Meeting – September 18, 2019 12:30p.m. luncheon Bow Island Municipal Library, Skype locations as requested.	CARRIED	

Dwight Kilpatrick
Board Chair

Stacey Pahl
Executive Assistant to the Board

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