

**SLS Board Meeting –Virtual Skype Meeting**  
**MINUTES – APPROVED**  
**Wednesday, August 19th, 2020**



**Present:**

**Trustees:** Dwight Kilpatrick(Chair) Kelly Christman (Vice-Chair) CraigWidmer(Treasurer)  
Deborah Reid-Mickler Irvin Morey (Alternate for Kevin Jones, Bassano)  
Phil Turnbull Terrie Matz Michelle McKenzie

**Staff:** Kim Carlson (Executive Assistant) Petra Mauerhoff (CEO)

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**1. CALL TO ORDER**

Dwight Kilpatrick called the meeting to order at 1:00 p.m. **CARRIED**

**1.1 ACKNOWLEDGEMENT OF TERRITORY**

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 Metis Nation within Region III.

**1.2 EXCUSE ABSENT BOARD MEMBERS**

Moved by Craig Widmer that the SLS Board excuse absent Board members Joel Goodnough, Yoko Fujimoto and Kevin Jones due to prior commitments. **CARRIED**

**1.3 APPROVAL OF AGENDA**

Moved by Michelle McKenzie that the SLS Board approve the August 19, 2020 Agenda as presented. **CARRIED**

**1.4 APPROVAL OF MINUTES**

Moved by Terrie Matz that the SLS Board approve the May 20, 2020 SLS Board Meeting Minutes. **CARRIED**

**2. FINANCIAL STATEMENTS**

Moved by Kelly Christman that the SLS Board approve the Financial Statements as presented. **CARRIED**

**3. ACTION ITEMS**

**3.1** Moved by Craig Widmer that the SLS board approved the 2021 Operating Budget as presented. **CARRIED**

**3.2** Moved by Kelly Christman that the Shortgrass Board restricted the remaining funds allocated to the

Client Services Librarian position for 2020 (\$24,705) towards the Technology Reserve Fund, as the position will remain vacant for the remainder of 2020. **CARRIED**

**3.3** Moved by Michelle McKenzie that the Shortgrass Board restrict the unused portion of Bibliographic Services staff salaries from January to July 31st, 2020 to a maximum of \$28,410, with \$14,205 being restricted for the Technology Reserve Fund and \$14,205 restricted in the vehicle reserve fund. **CARRIED**

**3.4** Moved by Michelle McKenzie that the SLS board approve the sale of the Outreach Vehicle-2016 Kia Soul. **CARRIED**

**3.5** Moved by Kelly Christman that the SLS board approve as reviewed Policy C.08: Violence and Harassment. **CARRIED**

**3.6** Moved by Terrie Matz that the SLS board approve as reviewed Policy C.20: Domestic Violence Leave. **CARRIED**

**3.7** Moved by Deborah Reid-Mickler that the SLS board approve as reviewed Policy E.06: Staff, Trustees and Volunteer Recognition. **CARRIED**

**3.8** Moved by Irvin Morey that the SLS board approve as reviewed Policy G.05: Resource Sharing Service to the Print Disabled. **CARRIED**

**3.9** Moved by Craig Widmer that the SLS board approve as reviewed Policy G.08: Collection Development Donations and Gifts. **CARRIED**

**3.10** Moved by Kelly Christman that the SLS board approve as reviewed Policy G.11: Circulation Deletion of Patron Records. **CARRIED**

#### **4. INFORMATION ITEMS**

Moved by Michelle McKenzie that the SLS Board receive the following items for information. **CARRIED**

**4.1** CEO report - Petra Mauerhoff

**4.2** Manager, Systems & Technical Services report – Chris Field.

**4.3** Solar panel energy production information reports

**4.4** Library Managers Meeting Minutes- July 2020

**4.5** Test 2: Natural attenuation as a decontamination approach for SARS-CoV-2 on five paper-based library and archives materials

**4.6** E-Resource Stats

#### **5. ADJOURNMENT**

Moved by Phil Turnbull that the meeting be adjourned at 1:39 p.m. **CARRIED**

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Board Chair

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Executive Assistant