

SLS Board Meeting – SLS Headquarters
MINUTES – APPROVED
Wednesday, February 20, 2019



Present:			
Ernest Mudie (Vice Chair)	Kelly Christman (Trustee)	Joel Goodnough (Trustee)	
Craig Widmer (Treasurer)	Deborah Reid-Mickler (Trustee)	Kris Samraj (Alternate for Medicine Hat)	
Yoko Fujimoto (Trustee)	Terrie Matz (Trustee)	Petra Mauerhoff (CEO)	
Stacey Pahl (Executive Assistant)			
<u>Agenda Item</u>			<u>Page(s)</u>
1. Ernest Mudie called the meeting to order at 1:02p.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 Terrie Matz that the SLS Board excuse absent Board members Dwight Kilpatrick, Stacey Barrows and Kevin Jones due to prior commitments.		CARRIED	
1.3. Moved by Craig Widmer that the SLS Board approve the February 20, 2019 Agenda with the following amendments:		CARRIED	
- 3.1 Remove discussion item. JMH will be present at the next board meeting.			1
- 3.7 Addition of March meeting date discussion.			
1.4. Moved by Kelly Christman that the SLS Board approve the January 16, 2019 SLS Board Meeting Minutes.		CARRIED	2-3
2. Moved by Terrie Matz that the SLS Board approve the Financial Statements as presented.		CARRIED	4-7
3. Action Items			
3.2. Moved by Kelly Christman that the SLS Board approve the current Shortgrass Policy Manual being modified into a governance policies only manual, separating out operational procedures into a separate document, that will be reviewed regularly and updated by administration.		CARRIED	12-13
3.3. Christmas closure feedback. Petra will bring Policy C.10: Holidays to the March meeting as discussed.			14
3.4. Jasper conference April 25 – 28, 2019 – final attendance confirmation. Samantha West and Ernest Mudie will attend.			15
3.5. Moved by Craig Widmer that the SLS Board approve the Wahl Construction invoice for fire alarm and emergency lighting revisions to be paid for out of capital reserves.		CARRIED	16
3.6. Moved by Deborah Reid-Mickler that the SLS Board approve the Aruba Airwave software purchase being paid for from Technology reserves, up to a maximum of \$2,000.00.		CARRIED	
3.7. March meeting date discussion. Petra will send out a doodle poll with the options of March 20 th p.m., March 27 th a.m., or March 27 th p.m. as options for the March meeting.			
4. Moved by Terrie Matz that the SLS Board receive the following items for information.		CARRIED	
4.1 Board report – Dwight Kilpatrick			
4.2. CEO report – Petra Mauerhoff			17
4.3. Manager, Systems & Technical Services report – Chris Field			18
4.4. Client Services Librarian report – Samantha West			19
4.5. ALTA Representative Update – Ernest Mudie			
4.6. Solar panel energy production information reports			20-25
4.7. Board Leadership Save the Date Letter			26
4.8. 2019 Budget approval letters have been received from the required 2/3 of members as follows – Town of Bassano, Town of Bow Island, City of Brooks, County of Newell, Cypress County, Village of Foremost, City of Medicine Hat and Town of Redcliff. Awaiting approval from County of 40 Mile, Village of Duchess and Village of Rosemary.			27
4.9. January 2019 Library Manager Meeting Minutes			29-31
5. Moved by Yoko Fujimoto that the meeting be adjourned at 1:42p.m.		CARRIED	
Next Board Meeting – TBA			
12:30 p.m. luncheon			
Shortgrass Library System HQ, Skype Locations as requested			

Mission Statement

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