



**Present:**

**Trustees:** Kelly Christman (Vice-Chair) Craig Widmer (Treasurer) Michelle McKenzie  
Terrie Matz Joel Goodnough Kevin Jones  
Deborah Reid-Mickler Yoko Fujimoto

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

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**1. CALL TO ORDER**

Kelly Christman called the meeting to order at 12:53 p.m and the Shortgrass Library System mission statement was read out loud. **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 Michelle McKenzie that the SLS Board excuse absent Board members Dwight Kilpatrick and Phil Turnbull due to prior commitments. **CARRIED**

**1.3 APPROVAL OF AGENDA**

Moved by Deborah Reid-Mickler that the SLS Board approve the February 19, 2020 Agenda with the following amendments: -Remove Chris Field's Presentation due to illness

-Add Alberta Library Conference Discussion as Action Item 3.14

Approved as amended.

**CARRIED**

**1.4 APPROVAL OF MINUTES**

Moved by Craig Widmer that the SLS Board approve the January 15, 2020 SLS Board Meeting Minutes.

**CARRIED**

**2. FINANCIAL STATEMENTS**

Moved by Deborah Reid-Mickler that the SLS Board approve the Financial Statements as presented.

**CARRIED**

**3. ACTION ITEMS**

**3.1** Moved by Kevin Jones that the SLS board approve as presented PLSB Annual Report **CARRIED**

**3.2** Moved by Terrie Matz that the SLS board approve as presented Member Library Firewalls- That the Board authorize spending up to \$3,200 from the Technology Reserve Fund for 2 spare Member Library Firewall units .

**CARRIED**

3.3 Moved by Craig Widmer that the SLS board approve as reviewed Policy C.03: Bereavement Leave.

**CARRIED**

3.4 Moved by Joel Goodnough that the SLS Board approve as reviewed Policy C.04: Compassionate Leave.

**CARRIED**

3.5 Moved by Michelle McKenzie that the SLS Board approve as reviewed Policy C.05: Continuing Education.

**CARRIED**

3.6 Moved by Yoko Fujimoto that the SLS Board approve as reviewed Policy C.06: Employee Files.

**CARRIED**

3.7 Moved by Deborah Reid-Mickler that the SLS Board approve as amended Policy C.14: Overtime.

**CARRIED**

3.8 Moved by Kevin Jones that the SLS Board approve as amended Policy C.15: Parental Leave.

**CARRIED**

3.9 Moved by Terrie Matz that the SLS Board approve as reviewed Policy C.16: Pay Days.

**CARRIED**

3.10 Moved by Craig Widmer that the SLS Board approve as reviewed Policy C.17: Pension Plan. **CARRIED**

3.11 Moved by Deborah Reid-Mickler that the SLS Board approve as amended Policy C.21: Sick Leave.

**CARRIED**

3.12 Moved by Joel Goodnough that the SLS Board approve as amended Policy F.08: Management of System Revenues.

**CARRIED**

3.13 Reserve Spending Procedure: Discussion

Moved by Deborah Reid-Mickler that the meeting go into In Camera session at 2:01 p.m.

**CARRIED**

Moved by Michelle McKenzie that the meeting come out of In Camera session at 2:09 p.m.

**CARRIED**

3.14 Alberta Library Conferencediscussion: Joel Goodnough and Michelle McKenzie will attend.

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

Moved by Deborah Reid-Mickler 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 Client Services Librarian report – Samantha West.

4.4 Solar Panel Energy Production Information Reports.

4.5 Library Manager's Meeting Minutes- January 13, 2020.

#### **5. ADJOURNMENT**

Mission Statement

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

Moved by Joel Goodnough that the meeting be adjourned at 2:27 p.m.

**CARRIED**

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Board Chair

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Executive Assistant

Mission Statement

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