



**Present:**

**Trustees:** Dwight Kilpatrick (Chair) Deborah Reid-Mickler Joel Goodnough  
Kevin Jones Terrie Matz Phil Turnbull

**Staff:** Petra Mauerhoff (CEO) Bernadette Mouta (Executive Assistant)

---

**1. CALL TO ORDER**

Dwight Kilpatrick called the meeting to order at 12:59p.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 Deborah Reid-Mickler that the SLS Board excuse absent Board members Michelle McKenzie, Yoko Fujimoto, Craig Widmer, and Kelly Christman.

**CARRIED**

**1.3 APPROVAL OF AGENDA**

Moved by Joel Goodnough that the SLS Board approve the March 17, 2021 Agenda as amended.

**CARRIED**

**1.4 APPROVAL OF MINUTES**

Moved by Terrie Matz that the SLS Board approve the February 17, 2021 SLS Board Meeting Minutes.

**CARRIED**

**2. FINANCIAL STATEMENTS**

Moved by Kevin Jones that the SLS Board approve the Financial Statements as presented.

**CARRIED**

**3. ACTION ITEMS**

**3.1** Moved by Terrie Matz that the SLS board approve as presented the use of direct debit payments for Cleanrite Services.

**CARRIED**

**3.2** Moved by Deborah Reid-Mickler that the SLS board approve as presented the use of direct debit payments for Redi Enterprises.

**CARRIED**

A handwritten signature in blue ink, appearing to be "Derek", is located in the bottom right corner of the page.

- 3.3 Moved by Deborah Reid-Mickler that the SLS board approve as presented the use of direct debit payments for Zone 3 Business Solutions. **CARRIED**
- 3.4 Moved by Joel Goodnough that the SLS board approve as presented the use of EFT payments from all member libraries. **CARRIED**
- 3.5 Moved by Phil Turnbull that the SLS board approve as presented the Letter of Support for Irvine Library. **CARRIED**
- 3.6 Moved by Joel Goodnough that the SLS board approve as presented Policy C.01: Introduction -- Policies Regarding Personnel. **CARRIED**
- 3.7 Moved by Deborah Reid-Mickler that the SLS board approve as amended Policy C.10:Holidays. **CARRIED**
- 3.8 Moved by Terrie Matz that the SLS board approve as presented Policy C.11: Hours of Work. **CARRIED**
- 3.9 Moved by Joel Goodnough that the SLS board approve as presented Policy C.12: Leave of Absence. **CARRIED**
- 3.10 Moved by Deborah Reid-Mickler that the SLS board approve as amended Policy C.18 & C.18A: Performance Appraisal & Performance Evaluation Feedback Session. **CARRIED**
- 3.11 Moved by Kevin Jones that the SLS board approve as amended Policy C.25: Criminal Record Checks. **CARRIED**
- 3.12 Moved by Phil Turnbull that the SLS board approve as presented Policy C.26: Employee Use of Computers. **CARRIED**
- 3.13 Moved by Joel Goodnough that the SLS board approve as presented Policy C.27: Moving Expenses. **CARRIED**
- 3.14 Moved by Deborah Reid-Mickler that the SLS board approve as amended Policy C.29: Privacy & Confidentiality. **CARRIED**
- 3.15 Moved by Terrie Matz that the SLS board approve as presented Policy C.31: Jury Duty Leave. **CARRIED**
- 3.16 Moved by Phil Turnbull that the SLS board approve as presented Policy C.32: Work Alone. **CARRIED**
- 3.17 Tabled by Terrie Matz that the SLS board approve as presented Policy E.04: Province Wide Cooperation. **CARRIED**

**4. INFORMATION ITEMS**

Moved by Kevin Jones 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 - Kaitlin McClary

4.4 Summary of Intact Insurance Loss Prevention Assessment

4.5 SLS Member Library ALTA membership status

4.6 Letter to Cypress County Council re: cost sharing Irvine Library internet expenses

4.7 Solar panel energy production information reports

**5. ADJOURNMENT**

Moved by Deborah Reid-Mickler that the meeting be adjourned at 2:17p.m.

**CARRIED**



---

Board Chair



---

Executive Assistant

