

SLS Board Meeting –SLS Headquarters
MINUTES – APPROVED
Wednesday, November 20th, 2019



Present:

Trustees: Dwight Kilpatrick (Chair) Kelly Christman (Vice-Chair) Craig Widmer (Treasurer)
Yoko Fujimoto Joel Goodnough Kevin Jones
Michelle McKenzie Deborah Reid-Mickler Phil Turnbull

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

1. CALL TO ORDER

Dwight Kilpatrick called the meeting to order at 1:05 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 Deborah Reid-Mickler that the SLS Board excuse absent Board members Terrie Matz due to prior commitments. **CARRIED**

1.3 APPROVAL OF AGENDA

Moved by Kelly Christman that the SLS Board approve the November 28, 2018 Agenda with the following amendments.

- Addition of Item 3.1 In Camera Session
- Addition of Item 3.11 Purchase of Firewall up to a maximum value of \$28,000 from Operations or reserves as needed. **CARRIED**

1.4 BOARD OFFICIALS ELECTION

Board Chair

CEO, Petra Mauerhoff called for nominations from the floor.

Kelly Christman nominated Dwight Kilpatrick.
2nd call for nominations from the floor.
3rd call for nominations from the floor.

Dwight Kilpatrick was elected by acclamation and accepted the position of SLS Board Chair. **CARRIED**

Congratulations Dwight Kilpatrick on being re-elected as Chair of the Shortgrass Library Board.

Board Vice Chair

Board Chair, Dwight Kilpatrick called for nominations from the floor.

Craig Widmer nominated Kelly Christman.

2nd call for nominations from the floor.

3rd call for nominations from the floor.

Kelly Christman was elected by acclamation and accepted the position of SLS Board Vice Chair. **CARRIED**

Congratulations Kelly Christman on being re-elected as Vice Chair of the Shortgrass Library Board.

Board Treasurer

Board Chair, Dwight Kilpatrick called for nominations from the floor.

Yoko Fujimoto nominated Craig Widmer.

2nd call for nominations from the floor.

3rd call for nominations from the floor.

Craig Widmer was elected by acclamation and accepted the position of SLS Board Treasurer. **CARRIED**

Congratulations Craig Widmer on being re-elected as Treasurer of the Shortgrass Library Board.

1.5 APPROVAL OF MINUTES

Moved by Craig Widmer that the SLS Board approve the September 18, 2019 SLS Board Meeting Minutes.

CARRIED

2. FINANCIAL STATEMENTS

Moved by Michelle McKenzie that the SLS Board approve the Financial Statements as presented.

CARRIED

3. ACTION ITEMS

3.1 Moved by Joel Goodnough that the SLS Board meeting move from an open meeting to in-camera at 1:12 p.m.

CARRIED

CEO & Executive Assistant left the meeting.

Moved by Yoko Fujimoto that the SLS Board meeting move from in-camera to open meeting at 1:51 p.m.

CARRIED

3.2 Moved by Deborah Reid-Mickler that the SLS board approve the 2020 Amended Operating Budget as presented.

CARRIED

3.3 Moved by Deborah Reid Mickler that the SLS board authorize up to \$7000 in spending from the 2019 Operating Budget to migrate the Integrated Library System server as presented.

CARRIED

3.4 Moved by Michelle McKenzie that the SLS Board approve the 2020-2022 Plan of Service as presented.

Mission Statement

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

CARRIED

3.5 Moved by Phil Turnbull that the SLS Board approve the 2020 Calendar of Meetings as presented. **CARRIED**

3.6 Moved by Kevin Jones that the SLS Board approve Policy C.02: Annual Vacation as amended. **CARRIED**

3.7 Moved by Phil Turnbull that the SLS Board approve Policy C.07: Grievances as amended. **CARRIED**

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

3.9 Moved by Joel Goodnough that the SLS Board approve Policy C.30: Social Media as amended. **CARRIED**

3.10 Moved by Craig Widmer that the SLS Board approve Policy G. 06: Acquisitions: Allotment Funds for Library Purchases as amended. **CARRIED**

3.11 Moved by Kelly Christman that the SLS Board approve the purchase of two (2) Firewalls up to a maximum of \$28,000.00 from the 2019 Operating Budget, with supplemental funds from reserves, if required, based on the information presented. **CARRIED**

4. INFORMATION ITEMS

Moved by Joel Goodnough 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. 2019-202 Trustee Listing

4.5. Solar Panel Energy Production Information Reports

4.6. SLS Building Final Plumbing Report (City of Medicine Hat Inspection)

4.7. Press Release: AB Government November 8, 2019

5. ADJOURNEMENT

Moved by Craig Widmer that the meeting be adjourned at 2:55 p.m. **CARRIED**

In Camera Session: CEO Evaluation Committee to meet with CEO.

Board Chair

Executive Assistant

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