

Slave Lake Regional Library Board
Regular Meeting Minutes
November 15, 2023
SL Library Board Room
6:00 p.m.

Call to Order: by Angela Wright at 6:05 p.m.

Attendance: Angela Wright, Huma Kashaf, Steve Adams, Marcia McDermott, Kendra McRee, Leslie Sargunraj, Charlotte Measor, Nancy Sand, Jean Litz, Joy McGregor, Herfried Schmidt

Absent: N/A

Guests: N/A

Adoption of Agenda:

Motion 23-80: to accept the agenda as amended.

Moved by Steve Adams

CARRIED

Approval of Minutes for Regular Meeting for October 11th, 2023:

Motion 23-81: to approve minutes of the October 11th, 2023 board meeting.

Moved by Charlotte Measor

CARRIED

Correspondence: Letter from the bank regarding a GIC set to mature

Old Business:

1. Rural Library News: Presented by Nancy Sand

Flatbush – Sit and Be fit has 3 regular attendees, and book club has 10.

Smith – Has done school visits and has had 13 events with 118 people in attendance.

2. Flatbush Flooring – Nancy took this Agenda item to MD Counsel, and they plan to replace the flooring. Same will be done when the shelving is done.

3. Plan of Service – Plan of Service Committee met and finalized the Plan of Service. Four main priorities:

1. Physical and Virtual Lifelong Learning
2. Embracing Diversity/ A community Hub
3. Promote and Facilitate Early Literacy; homework help
4. Discover your roots: Genealogy and local History

Charlotte Measor

Motion 23-82: to approve the Plan of Service as presented.

Moved by Steve Adams

CARRIED

New Business:

1. **Alberta Symposium:** Leslie attended the Alberta Symposium and reported back about the sessions he attended. He learned that a number of communities experience issues with homeless patrons, not just Slave Lake.
2. **Board Trustee:** Marcia McDermott's term has been extended one more term (Until October 2026)
3. **Slate of Trustees:** All trustees confirmed their contact information and addresses.

4. **Elections for 2023-2024:**

Chair – Angela Wright

Vice Chair – Charlotte Measor

Treasurer – Herfried Schmidt

Secretary – Marcia McDermott

Committees:

Finance/Budget – Jean Litz, Angela Wright, Nancy Sand, Steve Adams, Herfried Schmidt

Personnel - Marcia McDermott, Huma Kashaf, Charlotte Measor, Leslie Sargunaraj, Angela Wright

Policy – Leslie Sargunaraj, Charlotte Measor, Steve Adams, and Angela Wright

Legacy Scholarship- Joy McGregor, Marcia McDermott, Herfried Schmidt, and Angela Wright

5. **Finance Committee:** meeting set for Monday, November 20, 2023 at 4:00 pm to talk about wage Grid and Reserves
6. **Budget Presentation:** Tabled until December meeting.
7. **GIC renewal:** Unknown what the rates of return look like. Herfried will find out and let us know at the next meeting. Also Herfried to look into savings account rates.
8. **Signing Authority:** According to governing policies, signing authority needs to be the Chair, Vice Chair, Secretary, Treasurer, and the Library Manager.

Motion 23-83: To add Charlotte Measor and Marcia McDermott to signing authority and remove Jean Litz.

Moved by Charlotte Measor Seconded by Steve Adams

CARRIED

Reports:

1. Financial Report presented by Jean Litz

Points of interest:

- Donations received is higher than projected.
- Smith membership fees are higher than expected
- Fines received are higher than expected
- Security will be billed from the town at a later date.

Motion 23-84: to accept the Financial Report as discussed.

Moved by Charlotte Measor Seconded by Marcia McDermott

CARRIED

2. Manager's Report presented by Kendra McRee.

Some highlights include:

- She arranged with PLS to have a manager's meeting on Homelessness on November 28, 2023
- 6 staff members attended Conference this year.
- 1795 people participated in 36 programs for October, including 630 for the Haunted House

Motion 23-85: to approve Manager's report as presented.

Moved by Joy McGregor

CARRIED

Confirmation of Next meeting: December 6, 2023, at 5:00 PM

Adjournment:

Motion 23-86: to adjourn the meeting at 7:40 pm

Moved by Steve Adams

CARRIED

