

Stettler Public Library Board Meeting Minutes
Town of Stettler Library Board & County of Stettler #6 Library Board
Meeting February 18, 2016

Attendance: Jane, Mary, Andrew, Darcy, Barb, Vicki, Les, Chris, Ben and Kathy.

Call to Order: 4:58pm

Approval of Agenda: Andrew approved the agenda.

Minutes of last meeting: Les moved to accept the minutes.

Treasurer's Report: Barb moved the report be accepted as presented with Darcy seconding.

New Business:

- a. Annual Report: The Board information within the report was updated to include the change to Chris's address. The report will be sent in. Darcy moved to accept the changes and seconded by Barb.
- b. ALC: Jasper Conference: Mary will not be going this year so Darcy as well as Jane volunteered to take in the conference. Andrew made the motion to send Jane and Darcy to Jasper. Les seconded the motion. There is also the PNLA conference in Calgary this summer. Mary would like to send 4 staff members and possibly 5 or 6. Jane may go as well. Mary will work on the details for the next meeting.
- c. RBC Mastercard - Cash Back Card: Mary would like to switch the credit card we currently have (RBC Visa) to a Mastercard Cash Back card. She outlined positive reasons for the switch. Darcy moved to allow Mary to get the new card and Ben seconded the motion.
- d. Beyond the Bling: This will be held March 12th. Vicki and the Advocacy members outlined their ideas for the idea stemming from the past meeting. Everything is set to go. Board members are to be there at 6pm and staff at 5pm.
- e. New Policies:
 - a. Service Recognition: After reading through it, the board recommended the second version be adopted. Chris moved to adopt and seconded by Vicki.
 - b. Employee Records: Mary created a newer version that looks very good. Les moved to accept this policy and seconded by Andrew.
 - c. Contests, Raffles, and Draws: Mary gave an explanation of this and the board was very happy. Vicki moved to accept the policy and Darcy seconded.

Old Business:

- a. Trade Show: April 8th and 9th. It was decided to continue giving away free memberships. Mary will look into purchasing an iPad Mini as a door prize. We also discussed switching booths but decided to stay with our current spot. The volunteer list is full so thanks to the board.
- b. Book Sale: More volunteers are needed to the set up and take down.

Library Managers Reports and Stats:

- a. Mary ran through these. She has posted summer positions and will keep us updated. The order for the blinds has run into a snag and Mary will keep us up to date on these as well.

Committee Reports:

- a. Friends: did meet and they will sell 50/50 tickets at the book sale
- b. Advocacy: did meet -see the new business
- c. Parkland: they'll meet next week
- d. Personnel and Finance: did not meet
- e. Policy Review: see the new business

Plan of Service: We need to review the Plan of Service at least once a year and the board will go over this next meeting in March.

Next meeting will be March 17th, 2016 SRC.
Darcy moved to adjourn.