

Committee of the Stettler Public Library Boards
Town of Stettler and County of Stettler #6
Regular Meeting May 19th, 2016
Stettler Recreation Centre

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

Absent: Vicki

Call to Order: 5:02 pm

Approval of Agenda: Darcy moved the approval of the agenda.

Minutes of the Last Meeting: Gail moved to accept the minutes. Les seconded.

Treasurer's Report: Barb moved the report be accepted as presented. Gail seconded. Mary went through the audit report outlining the highlights. This audit is done every 3 years. Darcy and Les will also forward this audit to the Town and the County offices. Andrew moved that the board received this information with Chris seconding.

New Business:

1. Rotary: The library has received \$10,000 from the Rotary Club and it will be used for a freestanding recording sound booth. Mary outlined that the one she had in mind that would come from a company called Whisper Booth. Mary has a little TELUS money left over as well as the Canada Post Grant that is still being sought. Extra features that are needed could come from other grants or our Friends.
2. Spring Get Together: The board would like to do something for the staff and summer students. Thoughts included a barbecue with Jane's famous burgers and potluck for the rest of the meal. The tentative date chosen by Mary is June 27th because it's a Monday and the library closes at 6pm.
3. Visa Card: Unfortunately the Library doesn't qualify for a cash back card because the Library doesn't have "owners". Instead Mary suggested we try the Avion card that carries an annual fee of \$129. She suggested we try it for a year, see how it works, and revisit the topic next year for. Darcy made the motion for Mary to go ahead and get the card. Andrew seconded.
4. PRL Conference: This is fall conference that runs every year for a day. Mary would like to go along with the staff and needs permission from the board to close for the day. Andrew made the

motion that the Library be closed for the day as a professional development day. Chris seconded.

Old Business:

1. Jasper Conference: Chris and Jane both attended and each took a turn going through their reports that were fascinating to hear. Both attended different sessions and had highlights and thoughts to share.

Library Manager's Report and Stats: Mary outlined the increase in events and number of individuals attending since 2013. The board was happy with the news and once again Mary has done a great job. The Steel Wheel Parade is coming up and Mary would like to set up a booth with the summer students "selling" the summer programs. Mary would also like to do some Professional Development and take an online program through the San José State University. Fort McMurray people have been coming in and receiving free memberships.

Committee Reports:

1. Friends of the Library- Gail reported that the Friends have met and discussed the Chili Cook Off. Unfortunately, this is not going to work for various reasons. This will be tabled for the next Advocacy meeting to look at.
2. Advocacy and Programming- They met and discussed the Plan of Service with a focus on programming. On June 20th, the Hub will hold it's monthly meeting and the library will present their ideas and programs for kids through seniors. They would like to bring questions forward about what seniors would like and what the library could offer them. Thoughts would include how to "unite" the library with HUB.
Discussion also followed on the Library's website and our disappointment with it. Darcy made a motion that Jane has the board's approval to write a letter to Parkland regarding our thoughts. Seconded Les.
3. Parkland Regional Library- Les attended the latest meeting. He wanted to make sure all the trustees of the Library's names were registered with ALTA. He also spoke of the increase in requisitions (2-3%) to municipalities.

4. Personnel and Finance: The committee met last week. Jane outlined Mary's evaluation and the recommendation for a raise on the pay grid. Gail made the motion to increase Mary's salary from level 8 to level 9 on the pay grid. Seconded by Barb.
5. Policy Review: No meeting.

Next meeting will be Thursday, June 16th, 2016 at 5pm. Les moved to adjourn the meeting.

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