

Committee of the Stettler Public Library Boards
Town of Stettler and County of Stettler #6
Meeting September 15th, 2016
Stettler Recreation Centre

Attendance: Jane, Barb, Les Gail, Chris, Andrew, Darcy, Vicki, Kathy, and Matt.

Absent: Ben

Call to Order: 4:55 pm

Approval of Agenda: A couple of items were added. Les moved the approval of the agenda as amended.

Introduction of Matt Barabash: Jane made the introductions and gave more background.

Minutes of June and August Meetings: Jane moved the confirmation of minutes of the June meeting, carried. Barb moved to approve the minutes of the August meeting, seconded by Vicki, carried.

Treasurers Report: Everything looks fine. Barb moved the treasurer's report be accepted as read, seconded by Gail.

- a. Bank signing authority: The manager, treasurer, and chair must go to the bank and switch signing authority. Barb made a motion that Mary's name will be removed and Matt's name added to the signing authority. Seconded by Darcy. Barb will make an appointment at the RBC to do so.

New Business:

- a. 2017 Budget First Pass: Matt said there will be very few adjustments to the budget. He and Mary had gone through it together. They had added side notes and he went over a few with the board. Matt will make a schedule for the presentation of the budget to the Towne and County. A motion for presentation will be made at the October meeting.
- b. Minimum wage increase: Discussion about the increase coming into effect October 2016, to raise it from \$11.20 to \$12.20. We talked about the staff that will be affected by this that would include all the pages and possibly Sean. We also talked about bumping up a few rather than have pages and clerks at the same level of pay. The library credit card will go through Matt so that change will have to be made as well.

- c. Casino volunteers: Gail made the board aware that Friends of the Library will need 15-20 volunteers. No date has been given for the event although it will be in the first quarter of 2017. Friends are having a meeting on September 28th to get more details. Crystal will work on putting together a signup sheet with dates and times for volunteering once we have a date.

Old Business:

- a. Self check out machine: This was an item from the June meeting. While it may be more efficient, the board would like to see no staff reduction if we go this direction. Face to face service is still something we would like to keep as well. Matt spoke of his willingness to meet the patrons and would gladly leave his office to help with checkouts and enquires. He will further investigate the cost of this item.
- b. Rotary Club presentation: The Rotary would like to donate \$10,000 to the library. Mary had thought of using the money for a sound booth but upon further investigation and discussion Matt has come up with the idea of purchasing laptops for the younger patrons to game together on. We would get more value for the money and it would free up the computers in the main part of the library. He further went on to say we could engrave the Rotary logo on each laptop as a way to ensure people know who donated the money for them. Vicki will talk to the Rotary Club about the change of ideas from sound booth to laptops. Matt will then attend a lunch so they can present the cheque to him. Barb made the motion to use the designated Rotary donation of \$10,000 to purchase laptops for gaming and coding pending Rotary approval. Seconded by Andrew.
- c. Chili cook off: This idea was talked about but after many pros and cons it was decided to table it for now. Perhaps the Advocacy committee might deal with it at a later date.
- d.

Library Managers Report: Matt went over a few highlights of the report and spoke about how he felt very good about everything so far including how lucky he felt to be here. Les moved to accept the report.

Committee Reports:

- a. Friends of the Library: will meet September 28th.
- b. Advocacy: no meeting
- c. Parkland: Darcy gave a brief rundown of the last meeting.
- d. Personnel and Finance: met often over the summer. We will meet October 12th, 4:30 for budget review.
- e. Policy: Mary gave Matt a list to work on.
- f. Alberta Library Trustees: Jane let it be known that she is the 2nd Parkland rep for the Library Trustees Association. She also gave a brief report of what she is working on.

There was discussion about changing the monthly meeting day from 3rd Thursday to 4th Wednesday. Everyone was fine with this. The board talked about our December meeting. Because it is a very busy month, Vicki proposed we have our meeting the same day as the International supper is being held in the library. She will look into the date and get back to us.

Next meeting: October 26th, 5:00 pm at the SRC.
Darcy moved to adjourn the meeting.

R. Hodgepole Sept 15/16
SPL CHAIR.