

Committee of the Stettler Public Library Boards
Town of Stettler and County of Stettler #6
Meeting February 22, 2017
Stettler Recreation Centre

Attendance: Jane, Les, Gail, Chris, Andrew, Vicki, Ben and Matt.

Regrets: Darcy, Barb and Kathy

Call to Order: 5:00 pm

Approval of Agenda: A couple of items were added. Chris moved that with the additions the Agenda be approved.

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

Minutes of January Meeting: Error in the Committee Reports, Personnel met on February 8th not the other committee mentioned. Also a typo on the Meeting Should be February 1st not 31st. Motion from Chris to accept the minutes with changes, 2nd Andrew all in favor accepted.

1. Treasurer's Report: Was presented by Matt due to Barb's absence. Small Equipment purchases-we received money from the Rotary Club of Stettler in 2016 and spent in 2017 with the laptops. Once change we are adding is a branch out in public relations, we would like more information on this and to add promotions separately from advertising. Motion: to accept the treasurer's report from Andrew, 2nd by Les, All in favor-passed.

2. New Business:

- a. GIC Rolls over this Month: Options for this are a 1 or 5 year term at the RBC. Discussion ensued and it was moved by Les to sign for a 1 year reinvest with RBC. Chris 2nd, All in Favor and passed.
- b. Approval of 2016 Annual Report: This goes to Public Services Library Branch to give us stats, we made sure the contact information shown to us by Matt was updated with any corrections. How much employees, work, volunteer hours, book collections, Library Board contributions and allocations are included in the report. Total number of card members went up from the last years total. Matt to expand on accomplishments before this will be sent in. Motion: Move that the data with a check on lowered data collected be followed up on by Les 2nd by Ben All in favor and carried.

- c. Town of Stettler Alternate: Some discussion on Gail not being mentioned as a Member, will get this looked into, Gail acknowledges that she did receive a letter from the Town. There was also discussion on the Town Alternate and when and if they are notified if the representative is not able to be at the meetings.
- d. Trade Show: Trade Show dates are April 7-9th. Plans and set up are being done by Matt and the staff, he may need 1 or 2 volunteers. Jane mentioned that the board traditionally works a shift in order to help and get in front of members and the public. Friends is having its book and doll sale at the same time as the Trade Show. In the trade show booth Matt will have the 3D printer, fishing for books, hit all ages with prizes. Pamphlets, information, community survey etc were discussed and Matt will work on this moving forward. The Doll sale includes 50 plus dolls that were donated to the Library.

3. Old Business:

- a. Board Basic Workshop: The dates requested is May 27th and Jane has not heard back as of yet. She will check in with them as we need to organize the day.
- b. New By Laws: What's the difference between bylaws and policy? This was the discussion and Matt has gone over our current list of bylaws and policy and will be putting together ideas and changes and then taking it to the Policy committee. Some of the changes will be listing fees, loan periods being moved as they are fluid changes from bylaws to policy. A bylaw has to go to the Town and to the County and be presented, the policies do not. We need to make sure we keep the bylaws minimal. Matt and Andrew will meet and then take it to the Policy committee.

- 4. Library Managers Report:** Matt went over some aspects of the report, they are looking at a new direction for Beyond the Bling, they are thinking a trivia night. Fundraisers were discussed. May 6th looks to be the new date for Beyond the Bling. Crystal would love some input if anyone can contribute. Matt mentioned that teen services were lacking, ages between 13-14 disappear. Talked about a dedicated teen space in the library and we took a little tour to see if it was possible and where it would make the most sense. Matt will put the information together for us and present at another meeting.

Also mentioned was that there is a lot of diversity showing through the library, separate and inclusive report for library use with books in house used as well as books taken out will be modified in the report moving forward.

5. Committee Reports:

- a. Friends of the Library: Casino went well, should know dollar amount we will receive by the 3rd Quarter
- b. Advocacy: no meeting
- c. Parkland: Les attached his report. There have added education segments during their meeting.
- d. Personnel and Finance: will be setting a meeting up.
- e. Policy: Matt to notify the committee when he is ready to meet.

- 6. Next Meeting:** March 22nd Jane has sent her regards she will be unable to attend. Les will also be away on that date.

Andrew moved to adjourn the meeting at 6:25pm.