

Town of Peace River Library Board
MEETING AGENDA
THURSDAY October 4th, 2018 6:00PM
Glen Mary High School - Classroom

Attendance

1) CALL TO ORDER-6:15 pm

2) WELCOME AND INTRODUCTIONS -done

3) APPROVAL OF AGENDA

Chelsea-motivated to adopt the agenda as amended. Barb seconded. CARRIED.

4) ADOPTION OF MINUTES

a. September 13th, 2018-motivated to adopt the minutes as presented. Emma seconded. CARRIED.

b. May Minutes 2018-motivated to adopt the minutes as presented. Emma seconded. CARRIED.

(correct Barb Turcotte's spelling of name)

5) UNFINISHED BUSINESS

a. Director & Employee Evaluation.

b. Cestra –de Vries resignation (Was this a typo??)

6) NEW BUSINESS

a. Director Review and Contract

Johanna moved to receive for information the Director's evaluation as information. Chelsea seconded. CARRIED.

7) LIBRARY DIRECTOR REPORT

a. Programs Report. – none due to illness of Program director.

b. Director's Report – as presented.

Emma motions to approve Channing's work week from 35 to 37.5 hours per week. Chelsea seconded. CARRIED.

8) FINANCE & RESOURCE DEVELOPMENT

a. Budget – Discussion re: 2019 budget.

Chelsea motions to approve 2019 budget as presented by library Director. Emma seconded. CARRIED

b. Sherry Peterson –MNP-presented review engagement for financial report for December, 2018. Motion: Johanna-We accept the reviewed financial statement of December 31, 2018 as presented. Chelsea seconded. CARRIED.

(Question fr Emma- Would May be a better time? Yes, if information goes in in December, May would be a good time.

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No major flags/concerns-wages/janitorial were major expenses. 40,000 over is ok for 1 year (non-profit society) however we need to be cautious.

c. ADVOCACY & PLANNING

- a. Developing Calendar for Meeting (PoS – re do in 2020) Tabled for November’s meeting.

d. HUMAN RESOURCES & POLICY

- a. Stacey Messner – (HR Support)
motion -Johanna-to accept as information Stacey Messner’s, HR Consultant’s advice re: exit interview. Seconded by Chelsea. CARRIED.
- b. Discussion on Policy.
Discussion re; We can shorten the November meeting to discuss a policy.
- c. Recruit Volunteers for the Board.

e. INFORMATION FoL Meeting October 25th, 2018

f. BOARD DEVELOPMENT

g. IN CAMERA

h. NEXT MEETING: November 8th

i. ADJOURN: Johanna motioned to adjourn at 8:04 pm.