

Town of Peace River Library Board
MEETING MINUTES
THURSDAY, June 14th, 2018 6:00PM
Penn-West Meeting Room, Library

In Attendance: Barb Turcotte, Genna Davidge-Smith, Emma Anso, Chelsea Ferguson, Johanna Downing, Ruth Saolt

1. CALL TO ORDER 5:58PM

2. WELCOME AND INTRODUCTIONS

3. APPROVAL OF AGENDA

2018-06-14-01 Motion to accept agenda as with changes as presented (Downing, Ferguson)

Carried

4. ADOPTION OF MINUTES

4.1. May 10th, 2018 - differed to September meeting

4.2. April 12th, 2018

2018-06-14-02 Motion to accept the minutes from April 12, 2018 (Davidge-Smith, Cestra-de Vries)

Carried

5. UNFINISHED BUSINESS

5.1. PoS **(A&P)** Johanna

2018-06-14-03 Motion to accept the Plan of Service and Plan of Service Brochure as presented (Cestra-de Vries, Turcotte)

Carried

6. NEW BUSINESS

6.1. PLS – Excellence in Library Service Awards

Channing will present to the staff and report back to Emma with the staffs idea for program nominations.

6.2. Julia - Stepping down as secretary

- Will have a volunteer minute taker for the September meeting and a new secretary will be determined in October at board elections.

Accepted as information.

7. LIBRARY DIRECTOR REPORT

7.1. Programs Report

Grants Applied for:

Alberta Culture Days Grant

Town of Peace River Mural Grant

Alberta Municipal Affairs Library operating Grant

7.2. Budget

2018-06-14-04 Motion to accept the directors report as information (Downing, Cestra-de Vries)

Carried

Town of Peace River Library Board
MEETING MINUTES
THURSDAY, June 14th, 2018 6:00PM
Penn-West Meeting Room, Library

8. FINANCE & RESOURCE DEVELOPMENT

8.1. Motion to Approve Channing Stenhouse as Signing Authority & use ATB online

2018-06-14-05 Motion to approve Channing Stenhouse as a signing authority for the Town of Peace River Library (Cestra-de Vries, Davidge-Smith)

Carried

2018-06-14-06 Motion to approve Channing Stenhouse as an ATB Treasury and Payment Solutions Single Administrator (Downing, Cestra-de Vries)

Carried

9. ADVOCACY & PLANNING

9.1. Developing Calendar for Meeting

10. HUMAN RESOURCES & POLICY

10.1. Review Policy on Policies (7/99)

Accepted as information.

10.2. Review of Grievance Updated Policy

Accepted as information.

10.3. Review of Harassment Updated Policy

Accepted as information.

10.4. Review of Workplace Safety Updated Policy

Accepted as information.

10.5. Discussion on Policy

10.6. Director & Employee Evaluation (Timeline)

10.7. Job Descriptions.

11. INFORMATION

12. BOARD DEVELOPMENT:

13. NEXT MEETING: September 13th, 2018

14. ADJOURN -

Motion to adjourn meeting (Cestra-de Vries) 8:46PM