

Parkland County Library Board

Minutes of the Parkland County Library Board (PCLB) Meeting on February 5, 2018 at Parkland County Centre

CALL TO ORDER Sarah Leteta called the meeting to order at 6:10pm with the following in attendance:

PCLB:

Cheryl Budzinski	Sharon Cornelius
Sarah Leteta	Kathleen Linder
Tracey Melnyk	Barb Shackel-Hardman

Administration:

Kathy Gardiner, Library Manager

With Regrets:

Jackie McCuaig

ADOPTION OF AGENDA Sharon Cornelius **MOVED:**
That the agenda be adopted with the following additions:

*VIII. New Business
b. Signing Authority*

Carried Unanimously

ADOPTION OF MINUTES Barb Shackel-Hardman **MOVED:**
That the minutes of the January 15, 2018 board meeting be adopted.
Carried Unanimously

IN CAMERA SESSION None at this time

MEMBERS REMARKS None at this time

REVIEW OF ACTION ITEMS Action items were reviewed.

Action #1: *Library Manager to submit the nominations for the Minister Award – not completed.*

Action #2: *Library Manager to email conference information to all board members- Completed*

Action #3: *Library Manager to email Entwistle Community Hub report to new board members – Completed.*

TREASURER'S REPORT a. **Financial Report:**
None at this time

LIBRARY MANAGER’S REPORT

Library Manager submitted written reports from all library staff for boards information. Some members highlighted the dedication the staff have to their patrons with the example being delivering books to patrons during the closure at Keephills.

NEW BUSINESS

a. 2018 Public Library Survey & 2017 Annual Report

Board members reviewed the printed copies of the 2018 Public Library Survey & 2017 Annual Report for each library and approved it.

Kathleen Linder MOVED:

That the 2018 Public Library Survey & 2017 Annual Report be approved and filed to Public Library Services Branch.

Seconded by: Cheryl Budzinski

b. Signing Authority

Cheryl Budzinski MOVED:

That Lisa Gilchrist be removed and Sarah Leteta added to the library board signing authority at Servus bank.

Seconded by: Kathleen Linder

Cheryl Budzinski MOVED:

That Lisa Gilchrist be removed and Barb Shackel-Hardman and Sarah Leteta be added to the library board signing authority at ATB.

Seconded by: Kathleen Linder

OLD BUSINESS

a. Alberta Library Conference – April 26-April 29, 2018

Board members are invited to attend the Alberta Library Conference in Jasper. Members to send conference sessions to library manager for registration before the early bird deadline.

b. Partner Library Funding

Library Manager presented a funding formula history to the board. Board members discussed options for funding and strategies for increasing funding. Members agreed to have further discussion at their next meeting.

OTHER BUSINESS

None at this time

COMMUNICATIONS

None at this time

ADJOURNMENT

The meeting was adjourned at 8:20pm

ACTION ITEM LIST

<i>Action Number</i>	<i>Action</i>	<i>Responsibility</i>
ACTION #1	Library Manager to submit the approved 2018 Public Library Survey & 2017 Annual Report to PLSB	Library Manager
ACTION #2	Library Manager to email board members partner library financials	Library Manager

**Next Meeting:
March 19, 6:00pm
Parkland County Centre**