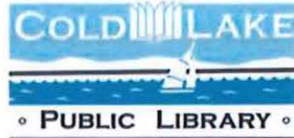


**Minutes of The City of Cold Lake Library Board Meeting**  
**Held Monday, Jan 27, 2020**  
**Program Room, South Branch**

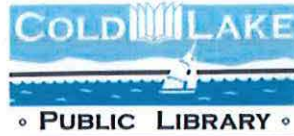
Present: Cynthia Sloychuk, Board Chair  
 Marie Manning, Board Vice-Chair  
 Darren Robson, Board Secretary / Treasurer  
 Ben Fadeyiw, Board Member (MD of Bonnyville Councillor)  
 Leslie Price, Library Director  
 Alysha Hudson, Board Member  
 Daryl Gilroy, Board Member  
 Councillor Bob Buckle, City of Cold Lake

Absent with regret: Vicky Lefebvre, Board Member (City of Cold Lake Councillor)

<b>Agenda Item and Discussion</b>	<b>Action</b>
<b>1.0 Call to Order</b> Meeting called to order by Board Chair at 4:44pm.	N/A
<b>2.0 Adoption of Agenda</b> <b>MOTION 2020-09</b> Moved by Daryl that the agenda be adopted. Ben seconded.	Carried
<b>3.0 Adoption of Minutes from previous meeting</b> <b>MOTION 2020-10</b> Moved by Ben that the minutes of the Nov 2019 meeting be adopted. Daryl seconded. All members voted in favour.	Carried
<b>4.0 Correspondence</b>	N/A
<b>4.1</b> Letter from FCSS reminding community partners they can advertise volunteer opportunities online with VolunteerConnect.	N/A
<b>4.2</b> Letter from Marigold Library System. Sending a reminder that the RISE network will no longer be available.	N/A
<b>4.3</b> Various Letters from the City <ul style="list-style-type: none"> <li>• Ben and Vicky re-appointed to Board until Oct 2020, and Councillor Buckle appointment as alternate rescinded</li> <li>• City Council supports the NLLS levy increase to \$5.23 per capita</li> <li>• Council thanking Jeanette Hatta and Leah Woodford for their services as part of the Board</li> </ul>	N/A
<b>5.0 Reports</b>	N/A



Agenda Item and Discussion	Action
<p><b>5.1 Board Chair Report</b> Marie has been acting for Cynthia. Nothing to report this month.</p>	None
<p><b>5.2 Library Director Report</b> The Library Director Report for Jan is attached as Appendix 1, and includes the statistics for Nov and Dec 2019. The Rupertsland Institute did get back to Leslie, and they can fund a summer student at minimum wage. They suggested that the library top up the wage, but Leslie let them know we cannot do that at this time. She sent them a job description and they will see if they have any candidates. Leslie has also started working on a new CFEP grant application.</p> <p><b>MOTION 2020-11</b> The Library Director Report was approved by unanimous consent.</p>	Carried
<p><b>5.3 NLLS Rep Report</b> Although Vicky was not at the meeting, she had sent an e-mail last week saying NLLS had approved a 1.5% levy increase for 2020. <a href="https://www.nlls.ab.ca/document/library/23/category/1837">https://www.nlls.ab.ca/document/library/23/category/1837</a></p>	None
<p><b>5.4 Personnel Committee Report</b> No report this month. The committee will complete the Director's year-end review shortly.</p>	None
<p><b>5.5 Policy Committee Report</b> No report this month.</p>	None
<p><b>5.6 Financial Committee Report</b> No report this month. The updated 2020 budget will be presented later in the meeting.</p>	None
<p><b>6.0 Priority Items</b></p>	N/A
<p><b>6.1 2020 Annual General Meeting (AGM)</b> The AGM was held before the regular Jan Board meeting.</p>	None
<p><b>7.0 Old Business</b></p>	N/A
<p><b>7.1 2020 Library Budget – Amendment</b> Darren reviewed the Financial Committee minutes from the 13 Jan 20 meeting. The City is providing the same funding as last year, and Darren outlined how the committee re-balanced the budget to make up for this \$12K shortfall in requested funding. The Board reviewed the proposed Staff salary changes for 2020, including the removal of the Page and summer student positions. Alysha wondered if the library shared salary info with other libraries. Darren said Leslie shares and receives salary info</p>	



Agenda Item and Discussion	Action
<p>throughout the year to ensure our salaries are in line with other Alberta libraries. Bob wondered if the Consumer Price Index (CPI) was considered instead of COLA, as he understands it is considered a more realistic index. Darren said it was not, but will look into it for next year. The updated Library 2020 Budget is attached to the meeting minutes as Appendix 2. Item closed.</p> <p><b>MOTION 2020-12</b></p> <p>Darren moved to accept the updated City of Cold Lake Library Budget for 2020 as presented. Daryl seconded. All members voted in favour.</p>	Carried
<p><b>7.2 Surplus Budget Tracking</b></p> <p>Darren reviewed the Surplus spending summary that was part of the Year-End Financial Summary for the AGM. The library has a Surplus of \$28,000 to start 2020. Leslie will proceed with the CFEP grant application to help fund lighting changes to the Children’s Area of the South Branch. The old quote for lighting was for a total of \$13,500, so the library would have to fund about \$6750 if the grant is approved. The Financial Committee recommends the library proceed with painting the South Branch. The cost should be no more than \$10,500 and Alysha pointed out another \$800 had been identified as an honorarium to help with moving books. Item open.</p> <p><b>MOTION 2020-13</b></p> <p>Marie moved that the library proceed with painting the South Branch, up to a maximum cost of \$11,500. Daryl seconded. All members voted in favour.</p>	Carried
<p><b>8.0 New Business</b></p>	N/A
<p><b>8.1 New Opening Hours</b></p> <p>With the budget now approved which includes Staff wages to cover longer opening hours, Cynthia would like the Board to formally select a date to switch to the new opening hours. Leslie says the library will be ready on March 1. Item closed.</p> <p><b>MOTION 2020-14</b></p> <p>Ben moved that the library switch to the new longer opening hours on 1 March 2020. Alysha seconded. All members voted in favour.</p>	Carried
<p><b>8.2 Disposal of Old Computers</b></p> <p>With the imminent arrival of all the new computers, Alysha was wondering if Leslie had a plan for the old computers. Leslie said two will be set aside for the new Makerspace program on fixing computers. Alysha was wondering if they could be sold or auctioned to raise funds for the library. Another idea could be to donate them to organizations or</p>	



<b>Agenda Item and Discussion</b>	<b>Action</b>
individuals who could use a stand-alone computer with Word and Excel. Leslie will keep those ideas in mind. Item closed.	Leslie
<b>9.0 Next Meeting</b> <b>Monday Feb 24, 2019 at 4:30 PM at the South Branch</b>	None
<b>10.0</b> Meeting Adjourned at 5:30 pm	N/A

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Board Chair or Delegate

\_\_\_\_\_  
Date