Bonnyville Municipal Library Board Meeting

Agenda for April 4, 2023 Location: Bonnyville Library @ 5:00 PM

In attendance: Jo-Anne Cooper, Scott Kovatch, Neil Langridge,

Leila Brosseau

Regrets: Darcy Skarsen, Brian McEvoy

Administration: Nicole Labrie

| Item | Topic | Action Required |
|------|---|------------------|
| 1.0 | Call to order • Jo-Anne Cooper at 5:09 PM | |
| | The Town of Bonnyville Municipal Library Board acknowledges that where we are today is on the traditional lands, meeting grounds and traveling routes of the Cree, Denesuline, Metis and Inuit Nations. This territory is known today as Treaty 6 Territory. We pay our respects to the Cree, Denesuline, Metis and Inuit ancestors of this place and reaffirm our relationship with one another. | |
| 2.0 | Adoption of Agenda | |
| | Neil Langridge - unanimous | |
| 3.0 | Adoption of Minutes | |
| 4.0 | March 2023: Scott Kovatch – unanimous | |
| 4.0 | Old Business 4.A. Part-Time Sick Leave Policy Jo-Anne moves to accept as proposed – unanimous | Nicole |
| | 4.B. Town Safety Concerns & Alarm System Proposal Scott moves to accept as proposed – unanimous Nicole and Jo-Anne will sign letter Nicole will email to Bill Rogers, CAO | Nicole & Jo-Anne |
| | 4.C. Additional Board Member Nicole to revise letter to make it less specific Jo-Anne will approve edit | Nicole & Jo-Anne |

| | Nicole and Jo-Anne will sign letter after Jo- | |
|------|--|---------------|
| | Anne's approval | |
| | Scott moves to send revised letter with Jo- | |
| | Anne's edits – unanimous | |
| | Nicole will send to Bill Rogers, CAO | |
| | | |
| | 4.D. Reviewing Library Policies | |
| | Nicole will prioritise policies for review, will | |
| | write missing policies to be compliant with | Nicole |
| | PLSB standards | |
| 5.0 | New Business | |
| | 5.A. Records Retention Policy | |
| | Jo-Anne moves to accept as proposed – | |
| | unanimous | Nicole |
| | Nicole will purchase safety deposit box at ATB | |
| | and begin scanning and destroying non- | |
| | permanent records in accordance with policy | |
| | | |
| | 5.B. Reserve Fund Policy Review | |
| | Tabled | |
| | Nicole will arrange meeting with Renee at the | |
| | Town Office to get feedback on this policy | Nicole |
| | 5.C. Alberta Library Trustees' Association Events | |
| | Coffee Chat on April 19th at 7 PM via Zoom, | Board Members |
| | members can ask Nicole for link | |
| 6.0 | Manager & Programmer Reports | |
| | Nicole will provide quarterly program | Nicole |
| | attendance stats to Board in her reports | |
| 7.0 | Board Member Reports | |
| 8.0 | Enclosures | |
| | Blue Sky Thinking List – Jo-Anne has asked all | |
| | members to come up with their own Blue Sky | Board Members |
| | List and send to Nicole ahead of next board | |
| | meeting | |
| 9.0 | Next Meeting | |
| | May 2, 2023 – Location TBA | |
| | James MacDonald, Executive Director at NLLS | |
| | will be joining us | Nicole |
| | Zoom link to be provided | |
| 10.0 | Adjournment | |
| | Neil at 6:30 PM | |