

## **Bonnyville Municipal Library Board Meeting**

**Minutes for June 6, 2023**

**Location: Bonnyville Municipal  
Library/Zoom**

**In attendance: Jo-Anne Cooper, Neil Langridge, Leila Brosseau,  
Brian McEvoy**

**Regrets: Darcy Skarsen**

**Absent: Scott Kovatch**

**Administration: Nicole Labrie**

**Guests: James MacDonald, Maxine Fodness, Maureen Lotsberg**

Item	Topic	Action Required
1.0	<p><b>Call to order</b></p> <ul style="list-style-type: none"><li>• Jo-Anne Cooper at 5:00 PM</li></ul> <p>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 and Metis Nation of Alberta, Region 2. We pay our respects to the Cree, Denesuline, Metis and Inuit ancestors of this place and reaffirm our relationship with one another.</p>	
2.0	<p><b>Presentation by James MacDonald, NLLS Executive Director</b></p> <ul style="list-style-type: none"><li>• NLLS AGM was held May 26, a new chair was elected from Morinville.</li><li>• Discussed change in population numbers being used by the Alberta government (now using 2019 pop.) and how this affects levies.</li><li>• NLLS Board voted to keep consisted with AB govt. numbers but still follow the 2023 budget as approved. This is to ensure no board owes money to their municipal government or will receive more money mid-way through the year.</li><li>• NLLS is looking at a surplus of approx. \$50,000 this year which the NLLS Board voted to keep in their operating budget</li><li>• NLLS will look for ways to multiply this surplus to benefit all member libraries rather than each</li></ul>	

	<p>library receiving an individual cut</p> <ul style="list-style-type: none"> <li>• This year, NLLS is working on their new Plan of Service; James welcomes all ideas.</li> <li>• OROS grant money should be coming to the library at the end of June.</li> <li>• Glendon is getting their library which may cut into rural services grant. He recommends we talk to M.D. to reaffirm our status with them.</li> <li>• Question from Brian McEvoy: What is NLLS' policy on IT replacement? James: Currently up to libraries individually.</li> <li>• Question from Jo-Anne: Does NLLS offer subsidies to small libraries to attend training? James: NLLS does not, but they strive to make things as affordable as possible and pay for mileage when appropriate.</li> <li>• Question from Neil Langridge: Are there more opportunities to cut costs at a local level? James: We encourage libraries to do as much purchasing through NLLS as possible: books, supplies, tech, for bulk discounts.</li> </ul>	
<b>3.0</b>	<b>Presentation by Maureen Lotsberg, Tay &amp; Co.</b> <ul style="list-style-type: none"> <li>• Presentation of 2022 financials</li> </ul>	
<b>4.0</b>	<b>Adoption of Agenda</b> <ul style="list-style-type: none"> <li>• Brian moves to accept - unanimous</li> </ul>	
<b>5.0</b>	<b>Adoption of May 2023 Minutes</b> <ul style="list-style-type: none"> <li>• Neil moves to accept - unanimous</li> </ul>	
<b>6.0</b>	<b>Old Business</b> <ul style="list-style-type: none"> <li>• 6.A. Reserve Fund Policy – Nicole to change Computer Reserve to IT Reserve. Brian moves to pass as amended – unanimous.</li> <li>• 6.B. MCSNet proposal – Nicole to get more information as to what they really want. Tabled.</li> </ul>	<ul style="list-style-type: none"> <li>• Nicole</li> </ul>
<b>7.0</b>	<b>New Business</b> <ul style="list-style-type: none"> <li>• 7.A. Motion to Accept 2022 Year-End Financials – Neil moves – unanimous.</li> <li>• 7.B. 2024 Budget Proposal – Board to look at 2023 budget, Plan of Service and send suggestions about budget to Nicole by end of June. We want to modernize the budget. Tabled.</li> <li>• 7.C. Raises for Part-Time Staff – Nicole to build salary grid then bring grid to board. Raises approved upon completion of grid. Tabled.</li> </ul>	<ul style="list-style-type: none"> <li>• Board to send suggestions by end of June for budget</li> <li>• Nicole to create salary grid</li> </ul>

	<ul style="list-style-type: none"> <li>• 7.D. Volunteer Policy – Jo-Anne moves to accept as presented – unanimous.</li> <li>• 7.E. Update to Conference Honorariums Policy – Brian moves to accept amended policy – unanimous.</li> <li>• 7.F. Allocating Board Funds to 60<sup>th</sup> Anniversary Celebration – no need to vote.</li> </ul>	
<b>8.0</b>	<b>Manager &amp; Programmer Reports</b> <ul style="list-style-type: none"> <li>• RE: safety concerns – Neil &amp; Brian recommended looking into better lighting at the front door. The Town is doing a safety audit with the RCMP; Nicole will call to see if the Library can be included.</li> </ul>	<ul style="list-style-type: none"> <li>• Nicole</li> </ul>
<b>9.0</b>	<b>Next Meeting</b> <ul style="list-style-type: none"> <li>• September 5 at 5 PM – Library Lounge</li> <li>• Zoom link to be provided</li> </ul>	
<b>10.0</b>	<b>Adjournment</b> <ul style="list-style-type: none"> <li>• Jo-Anne at 6:53 PM</li> </ul>	