



Sylvan Lake Municipal Library  
Regular Monthly Meeting – Program Room  
**Minutes Wed. March 14, 2018**

Attendance: Dwayne Stoesz, Caroline Vandriel, Julie Maplethorpe, Kathy Inglis, Shirley Allen, Starla Fifield, Karen Bailer, Mareen Redies, Teresa Rilling, Rhonda Hamilton-McPhail, Deb Parry

1. Dwayne called to order at 7:01pm
2. Emergency Procedures
3. Welcome Guests: Grant Strange, Daniel Roberts – auditors from Collins Barrows.
4. Approval of the Agenda: Kathy moved to approve the adjusted agenda, carried.
5. Approval of the Minutes of February 14, 2018: Mareen Redies' name was missing from last month's attendance. Karen moved to accept February's minutes with this change; carried.
6. Auditor's Report: Grant Strange – the audit is complete for the year ended Dec 31, 2017. He then guided us through the audit. The library is in a good financial position, they are happy with the results. Full cooperation with the library – a clean report to the board. They will work with Caroline in regards to the library's capital assets. Some concerns with EFTs were discussed so some follow-up with book keeper is recommended; perhaps on a monthly basis. The library is in good hands and being well managed according to Collins Barrow.  
  
Motion to approve the auditor's report. Kathy Inglis, Mareen Redies 2<sup>nd</sup>; carried.
7. Treasurer's Report: as of March 12, 2018  
  
Chequing Account \$122,086.58  
  
Investments \$98,435.57  
  
Our accumulated interest of 1257.91 + our additional \$10,000 was rolled into the new term deposit as of February 8<sup>th</sup>.2018.  
  
The quarterly deposit from the Town of Sylvan Lake was incorrect (February Profit and Loss Statement) but has since been rectified to the correct amount of \$99,750.

Current Assets as of February 28<sup>th</sup>, 2018

Chequing/Savings

1-100 · Servus CU - chequing	95,006.72
1-105 · Servus CU - shares acct	1.15
1-115 · Servus GIC - Long Term Planning	68,435.57
1-116 · Servus GIC #2	30,000.00
1-120 · Petty Cash	250.00
1-125 · Till	<u>100.00</u>

Total Chequing/Savings \$193,793.44

Teresa moves that the treasurer's report be accepted, 2<sup>nd</sup> Julie Maplethorpe; carried.

8. Librarian's Report – Caroline Vandriel

Discussed the difference in attendance totals compared to last year's. New door counter could be more accurate. Cold weather has probably been a factor this weekend. Asked if there was any discussion regarding incident reports. Moving TV to new position in library has been a good move. Julie spoke to the matter of a gentleman who uses a favorite computer; he has a brain injury. He is not being inappropriate on purpose but he is getting in between parents and their children, probably coming from an innocent place but creating some discomfort. He is being monitored by staff but Caroline will make all staff aware of this discomfort level.

Karen Baier moves to accept Caroline's report. Carried.

9. Open Issues

a) Director's Evaluation update. Tabled to next month as Dwayne did not get this done, with apologies.

10. New Items

a) Award nominations: Caroline made a submission regarding our 'Syria Days' presentation for the minister awards. Volunteers are recognized by the library – at least three nominations submitted this year.

b) Bethany/Lodge: Deb had questions regarding insurance coverage for library volunteers. Caroline will follow up with this through discussions with the town.

11. Rhonda went to the Board Basics Course in St. Albert. Enjoyed it but has some recommendations. No indications of when the next course will be operated. Teresa went to the 'We're Only Human' symposium in Edmonton. She found it really interesting for the most part. The panel was really chosen well. Good positive comments about Caroline from people at the symposium. Libraries attached to middle and high schools have discovered that the community, especially the different generations, have truly come together with libraries and schools joined. Teresa thanked us for the opportunity to attend.

12. Next Board meeting: April 11, 2018

13. Adjournment: 7:57 pm.

