

**Minutes of the Cold Lake Library Board Meeting**  
**Held Monday Jan16, 2017**  
**Program Room, Grand Centre Branch**  
**Next Meeting, Monday, Feb. 13, 2017**

Present	<b>Members: Code Clements Board Chair, Leslie Price, Vicky Lefebvre City Rep, Allana Nicholas , Dylan Grimm, Fred Bamber, Tanya Vasalic, Cynthia Sloychuk, Darren Robson</b>
Absent with regret	Marie Manning, Rebekah Valade
1.0 Call to Order	Meeting called to order by Chairperson Code Clements at 4:15 pm
2.0 Adoption of Agenda	<b>MOTION 2017-01</b> Moved by Cynthia , Seconded by Fred that the agenda be adopted with following additions: 7.3-Board Elections <b>MOTION 2017-01 CARRIED</b>
3.0 Adoption of Minutes of the previous meeting	<b>MOTION 2017-02</b> Moved by Dylan, seconded by Allana that minutes of the December 2016 be adopted. <b>MOTION 2017-02 Carried</b>
4.0 Correspondence	4.1 Letter from Cold Lake Seniors declining funding for carpeting in North Branch. <i>Discussion followed with decision to approach Seniors to discuss what type of flooring they would be willing to provide and would the Library have any decision making in the process.</i>  4.2 Letter from City of Cold Lake appointing Darren Robson to the Library Board.
5.0 Business arising from the minutes	5.1 MD Funding Fred and Code will approach MD for Funding information needed. Director will provide a list of questions and information required to Board.  5.2 Plan of Service-Tabled until next meeting  b. Vicky brought up the lack of signs in town that show how to get to the Library. Library will apply to City Council to have the Library Symbol added to existing signage. The Library would also like to have more signs to ensure more of the Community will be aware of the Library and where it is Located.

	<p>5.3 Information on available Board Training was presented by Library Director. Director will follow up on arranging a meeting with Lac La Biche Library Board.</p> <p>Request for Board training from Library Government Department has been sent in. Booklet 101 on Board Basics has been requested from ALTA and an updated version will be sent to Library when all revisions are made.</p> <p>5.4 Update from Allana on MOU with Base. The MOU has been sent to PSP on Base.</p> <p>5.5 Mission and Values Statement <b>Motion 2017-03</b> Cynthia moved the Library Director contact a Community Development Officer at <i>Government</i> of Alberta and book a date to update the Mission, Vision and Values Statement of the Library. Allana Seconded. <b>Motion 2017-03 Carried</b></p> <p>5.6 COLA In Camera 4:45pm Out of Camera 4:57pm</p> <p><b>Motion 2017-04</b> Cynthia Motioned that Data be collected on Provincial COLA for Feb. meeting. Seconded by Allana. <b>Motion 2017-04 Carried.</b></p>
6.0 Old Business	<p>6.1 Carpets at North Branch See 4.1 under Correspondence.</p> <p>6.2 Renovations Update: Scope of Work Document Created Tender of Bids will be in Paper by next week Final decisions made by ILL staff and Project Manager Bids will be brought to Board Meeting for approval. Process will be requested by Director from Project Manager.</p>
7.0 New Business	7.1 Communication Protocol with outside Organizations

	<p>In Camera 5:05pm Out of Camera 5:19pm</p> <p>7.2 Year End Reports for Government have been started, required for Provincial funding.</p> <p>b. Numbers of Library programs and services will be brought to Monthly meetings by Director. This will enhance the report the City Rep. ( Vicky ) takes to City Council and will present a better picture of all the good things the Library does for the Library.</p> <p>7.3 Board Elections <b>Motion 2017-05</b> –Cynthia moved that elections for Board Positions be done at Feb. 2017 meeting. Fred seconded. <b>Motion 2017-05</b> Carried.</p>
8.0 Reports	<p><b>8.1 Board Chair:</b> No Report</p> <p><b>8.2 Library Director Report:</b> Leslie Price attached</p> <p><b>Motion 2017-4</b> Moved by Allana That Program and Service Numbers be brought to monthly Board meetings by Director. Seconded by Tanya. <b>Motion 2017-4</b> carried</p> <p><b>8.3 City of Cold Lake: Municipal Elections this Fall : Updating City Bylaws</b></p> <p><b>8.4 M.D of Bonnyville- Funding Update</b></p> <p><b>8.5 NLLS Rep- Feb. will be attending Policy Meeting</b></p> <p><b>8.6 Friends of the Library Report: Working on Paperwork for Charitable Status.</b></p> <p><b>8.7 Personnel Committee- No report</b></p> <p><b>8.8 Policy Committee- No report</b></p>
9.0 Miscellaneous	<p>9.1 New e-mail Platform for Library Staff provided through NLLS.</p> <p>9.2 Conference Room will not be available for user groups until renovations done, due to storage space ( except CSI exams and Library Board meetings)</p>

10.0 Next Meeting	<b>Meeting Adjourned 5:45pm</b> <b>Next MEETING: Monday Feb. 13, 2017 at <u>4 (four ) PM</u></b> <b>South Branch</b>