

VILB Meeting

September 6, 2017

1. **Call to order**-Gayle called meeting to order at 6:30. In attendance-Gayle Foyster, Holly Cependa, Elizabeth Harrison, Deb McMann, Doris Christensen, Lorraine Fowler, Brenda Jackson and Doreen Nott. Absent-Lil Carter
2. **Thank you** - to all of those who helped out with Fair Day Prep and execution. Thank you to Kathleen for a wonderful job over the summer. **ACTION-Doreen send thank you to Katheleen.**
3. **Approval of Agenda**-Brenda moved approval of Sept 6th agenda **CARRIED**
4. **Approval of Aug 2nd minutes**-Elizabeth moved approval of Aug 2nd minutes. **CARRIED**
5. **Old Business**
 - a. Board member recruitment- still one spot open- Ongoing
 - b. Ag Society Agreement-no meeting yet
 - c. Grandparents Day- reaffirm who is bringing desserts/set up-On schedule
 - d. Seniors Event- Sept 27th-filled in open spots on circulated note.
 - e. Schedules/Bylaws-Tabled
 - f. Wish List-Portable phones have been supplied
 - g. Books to Go Bags-Kathleen is doing up lists for bags.
 - h. Born to Read Bags-Some books have been purchased and are being made up. Marilyn looking for small toys to be included. Volunteers needed to sew bags.

6. Committee Report

- a. Library Manager's report-enclosed
- b. Treasurer's report-Doris moved approval of her report. Lorraine 2nd **CARRIED**
Holly moved the following bills be paid. Brenda 2nd **CARRIED**

95.03	Telus
69.74	program supplies
3965.72	Computers
50.55	ink
12.93	supplies

Brenda made a motion to invest \$15000.00 to another term deposit. Elizabeth 2nd CARRIED
- c. Ag Society-no meeting yet
- d. Village Council & NLLS-Village would like to thank Kathleen for helping out in the museum through the library's support. NLLS meeting on Sat.
- e. FILS update-Next meeting on Sept. 18
- f. Communications strategy/Marketing & Promotions- Next mail stuffer for Oct, Nov and Dec out in Oct. Discussion about further mail drops. **ACTION-Gale will contact Mannville Post Office about Minburn Drop and Ranfurly Post Office about cost.**
- h. Book Club-Tabled

7. New Business

- a. Record management policy-**ACTION-Holly will send policy to Ken to look over and advise.**
- b. Next Early Literacy Day-Thurs Sept 21st-Theme-Fall so apple crisp for snack. Volunteers on note schedule
- c. Poinsettia Campaign-Gayle volunteered to head this up- Delivery attentively on Dec 7 and at Library. Need volunteers to be at Library for patron pick up. Flower order forms will be circulated.
- d. Craft/Trade show Sun Dec 3rd-**ACTION-Gayle will contact for final price rent of table for Library display.**

- e. Evaluation of the summer employment program-enclosed in Manager's report.
- f. Holiday in the Hallways-Nov 15 and theme is "Snowman". FILS suggestion to have one item for silent auction per participating group.
- g. Cemetery contract- This was not through library so Innisfree Cemetery will look after.

8. Adjournment-Gayle adjourned meeting at 8:05

9. Next meeting Wed Oct 4, 2017 6:30 pm

Submitted by

Date

Reviewed By

Date
