

**Vilna & District Library Board
General Board Meeting
5431 - 50 St., Vilna, AB
780-636-2077
Minutes for January 11, 2018**

Call to Order: 8:00 pm by Lee Todd

Members present: Lee Todd, Jet Todd, Don Romanko, Ron Farmer, Loni Leslie.

Members absent with regrets: Myra Valcourt.

Members absent without notification:

Attendees, public at large: Julie Richard (Library Manager), Marion Vinette.

Minutes taken by: Jet

Adoption of Agenda: Motion to accept Agenda as presented by Don. **CARRIED**

Adoption of Previous Minutes: Motion to accept Minutes as presented by Loni. **CARRIED**

Potential Board Member: Marion Vinette applied for a position on the Library Board.

Vote to approve Marion Vinette as a Board member for a period of three years. **APPROVED**

Library Manager's Report:

Library patron totals: for Dec. 82. Computer Nov. 6, Dec. 11

Website analytics: New visitors 75%, return visitors 25%

There is going to be a 1-day Leadership course on Feb 10, 2018 in St Paul, from 8:30 am to 3:30 pm.

Cost is \$25.00 each. The Library Board will pay the course fees and reasonable travel costs.

There is going to be a 2-day PLSB symposium on Feb. 23 & 24 in Edmonton. Board discussion resulted in the Board deciding to not go to this symposium.

Julie needs all volunteer hours for 2017 to her as soon as possible.

Motion to accept Manager's Report as presented by Don. **CARRIED**

Treasurer's Report: Lee gave a report on the Bank balances and what was spent since last meeting.

Motion to accept Treasurers Report as presented by Don. **CARRIED**

Correspondence: None

Policy & Procedures: Each member in attendance was given a copy of updated manual. Any corrections should be sent to Julie via email, so we can approve the Manual at the next meeting.

Bylaws: Waiting for Government revision. We will need to revise them again to ensure we have bylaws, not policies.

Receipts & Disbursements and Budget: Julie and Lee are working on these and they will be ready as soon as possible.

Plan of Service: Has been revised but needs a little tweaking to get it ready for Board approval within the next couple of months.

Website, Media & Promotions: As presented in the Library Manager's report.

Special Events: The next Mugshots program starts on Tues. Jan. 16, 2018 @ 1:00 pm. for 6 weeks.

A time has been made available for attendees of all courses presented by the Library. This time is called “Sharpen Up” and will be available on Thursdays @ 2:00 pm for approximately six weeks.

Business Arising:

The next Mugshots program starts on Tues. Jan. 16, 2018 @ 1:00 pm. or 6 weeks.

A review of Mugshots course called “Sharpen Up”, will be available on Thurs. @ 2:00 pm.

We need proof of monies spent in 2017 on FCSS for the Village to give us some of the FCSS money.

New Business: A discussion as to what we will charge for prints and photocopies from the Epson and Canon printers.

Epsom Photo prints: 4x6 \$1.00, 5x7 \$3.00, 8x10 \$5.00 ea. Colour copies \$0.50 ea.

Canon photocopies: \$0.25 ea.

Motion to accept these prices as discussed by Jet.

CARRIED

Adjournment: @ 9:35 pm.

Next Meeting: February 1, 2018 @ 6:00 pm.