

**Executive Committee Meeting
November 7, 2015
Meeting Minutes**

Present: Dallas Degenhardt, Arnold Hanson, Wayne Bokenfohr, , Laurent Amyotte, Dianne Ross, Vicky Lefebvre, Greg Barr, Steven Schafer, Pat Gordeyko

Regrets: Stephen Dafoe

Staff: Julie Walker, Wei Xuan, Patty Mathiot

Guest: Jodi Dahlgren

1. Call to order at 8:30 am
2. Agenda – **add in camera, professional development – moved by Pat Gordeyko – carried.**
Motion to go in camera at 8:31 am. – Moved by Dallas Degenhardt - carried
Motion to come out of camera at 9:05 am. Moved by Greg Barr – carried
Motion to send a letter of offer to the new Executive Director – moved by Greg Barr - carried
3. Minutes of October 19th- **Motion to accept the minutes of October 19th as presented – Laurent Amyotte – carried.**
4. Financial Report – **Motion to approve the financial report as reported – moved by Dallas Degenhardt - carried**
5. Budget – like the new layout of the budget. COLA – instead of 3% recommend to bring it down to 2%. Budget the levy does not change. The only thing that changes is by using the 2014 population numbers. **Motion to move the budget as amended and present to the NLLS Board– Dallas Degenhart - carried**
6. Policy – RFD – Christmas Closure – use this as a one off for 2015 and have it addressed in the 2016 policy. Put a date on the RDF for 2015. **Motion to have December 25 - Dec 31, 2015 and Jan 1, 2016 as paid days for NLLS staff moved by Wayne Bokenfohr – carried** - Transitional Term – asking to move the AGM to March and break down the terms. – **Motion to go forward with a staggered start for the RFD– moved by Wayne Bokenfohr – carried**
7. Professional Development – Board is unfamiliar with procedures – build in 30 minutes at each meeting to discuss various topics (funding, policy, etc...)
8. Chairman’s report - would like to have an up to date organizational chart and pictures of staff and Exec with background and history.
9. Interim Directors report
 - A book keeper will be coming in to help on November 17th. She charges \$25.00 per hours which is the same as what Toni May would be charging for services.
 - Julie will be talking with someone at the ATB regarding high interest accounts
 - Town of Lamont has sent in a letter about dissatisfaction with the library implementation. The interim director does agree that they should get some compensation. There will be a visit to the library board fairly soon. One would assume that these things take time and don’t happen overnight. Staff have a detailed listing of the events that took place to get Lamont onto Polaris.

- FOIP – looking at a 4 day session for libraries. The Allied Arts Centre can be booked to hold the course for Library manager, staff and board.
- NLLS Van – received a quote for \$41,700.00. The van is smaller in size, but the cargo area is bigger and has better payload. It will take 3 months to come in because it is a special order item. **Motion to approve the purchase of the ProMaster van moved by Laurent Amyotte – carried.**
- NLLS needs to purchase an additional fridge to hold the trays for the various meetings that take place in the building. The current fridge that is working is approximately 15 years old. **Motion to purchase the commercial fridge as per the quote received. Moved by Laurent Amyotte – carried**
Motion to adjourn the meeting at 10:03 am moved by Dallas Degenhardt – carried.

DRAFT