

Minutes of the Regular Meeting of the Board
REDWATER PUBLIC LIBRARY
13 January 2016

Library Director: Gayle Boyd

Board Members: Janice Goeckel, Les Dorosh, Gale Gray (recording secretary).

Samuel Hester arrived at 6:10.

Regrets: Teena Hughson, Dody Kluttig

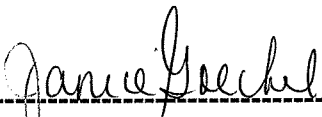
Absent: Charlaine Pasemko

1. **Call to Order:** Chair Janice Goeckel called the meeting to order at 6:00 pm.
2. **Adoption of Agenda:** Les moved the adoption of the agenda with amendment and additions. Carried.
3. **Announcements:** We welcome Gayle Boyd as our Director and look forward to working together.
4. **Adoption of Minutes:** Gale moved the adoption of the minutes as presented. Carried.
5. **Business arising out of the minutes:**
 1. Doug Bertsch confirmed by phone that NWR will be donating \$5000 for our summer program. The cheque will be issued this month.
 2. Baytex has donated \$750 for library furniture upgrades.
 3. Arc Resources donated \$1000.
Gayle will send thank you letters.
6. **Communications:**
 1. A Library Board Basics Workshop will be held in Spruce Grove on 20 February.
7. **Reports:**
 1. Chairperson – Janice thanked Gale for assisting with janitorial and Samuel and Gale for handling the hiring process. She thanked Linda for keeping the library open during staff shortages.
 2. Director (as attached)
8. **New Business**
 1. Gayle requires that any additional volunteer hours be submitted as they are required for the Annual Report due at month end. Janice inquired as to whether volunteer hours were included in WCB.
 2. Gayle noted that the binder of signed Board Meeting Minutes is not up to date. Gale will assist with this.
 3. Samuel moved that Gayle Boyd be granted signing authority and Mastercard privileges for the Redwater Public Library. Carried.
 4. Little Ones in Libraries Symposium – 25 & 26 February – Gayle is already registered to attend. There is no fee. Mileage will be paid as per policy.


5. Gayle will inform the Town of the COLA increase for the Clerk position.
6. The new hours of operation have been posted on the window. Discussion was held regarding the possibility of changing the hours to allow access for more patrons. Samuel inquired as to whether NLLS would provide usage times for our library as well as baseline hours. Gayle will conduct an online survey of user preferences as well as audit the computer usage log book.
7. Gayle has designed a new logo for the library. She will provide various samples, including letterhead, for next meeting.
8. ATB has indicated that the Moneris contract will be extended from a 3 to a six month term starting 13 February and that the transaction fee will increase by .035 starting 18 April. We pay \$35 per month base. Gayle is instructed to check the feasibility of switching from debit to credit by using Square. She will check debit usage with Linda. To be reviewed next meeting.

10. The next meeting will be held **Wednesday, 10 February.**

11. Adjournment: Les moved that the meeting be adjourned at 6:55 pm. Carried.



Chairperson



Date