

**Vilna & District Library Board
General Board Meeting
5431 – 50 St., Vilna, AB
780-636-2077
Minutes for October 12, 2017**

Attendees: Lee Todd, Jet Todd, Don Romanko, Loni Leslie, Ron Farmer, & Julie Richard.

Adoption of Agenda:

Don Motioned to accept the agenda with the addition of honorarium under new business.

CARRIED

Adoption of Previous Meeting Minutes: Loni Motioned to accept the minutes as amended.

CARRIED

Library Manager's Report:

The library had 51 visitors in Sept. Nine people used the computers. Computers have been updated.

Website is up and working well, 50 visits with an average time of 2 minutes per visit.

We will reimburse 6 patrons for the computer course that we ran with Community Learning Council. We will be reimbursed by the county for the refund.

Ron Motioned to accept the Manager's Report as presented.

CARRIED

Treasurer's Report: Carpets are paid for. Jet Motioned to accept the Treasurers Report.

CARRIED

Correspondence:

We discussed the Board Basics Workshop that Lee attended.

NLLS has Purdy's chocolates for sale.

Policy & Procedures: N/A

Bylaws: N/A

Website, Media & Promotions: N/A

Special Events: N/A

Old Business: N/A

Business Arising:

We need someone to step up and take over the position of Treasurer. Lee is doing the job at present but she is getting overwhelmed. The sandwich board signs should be ready by Oct. 13. They need to have a frame made for them by Ron.

Changes in signing authority;

We have two signatories on our bank accounts and need to have three.

Moved by Jet that we add Loni Leslie to the signatories for our bank accounts # 000000785452800, Community Spirit Acct, # 073792191140159, Community Spirit Acct. Two signatures are required for both these bank accounts. **CARRIED**

New Business:

Mugshots Program; Advertising is on the website. Flyers will be sent out through mail in Vilna and Spedden. Also to the lodge, reserves and school. Bought an I-Pad and 4 cameras, 1 Nikon, 1 Cannon, 2 Sony. We discussed the procedures for getting a photo printer and supplies for this program. A 32 Gb thumb drive and a 32 Gb SD card will be given to each participant of the program.

Honorarium; Loni moved to pay \$750.00 per month honorarium to be split between Lee & Jet for shifts covered between June 24 and Aug 26.

CARRIED

Lee & Jet abstained from the discussion and the vote.

Meeting Adjourned at: 9:31 pm.

Next Meeting: November 9, 2017 @ 7:30 pm, December 14, 2017 @ 6:00 pm