



Town of Hinton
HINTON MUNICIPAL LIBRARY BOARD
Regular Meeting
April 22, 2015

4:15 pm, Teck Coal Room, Hinton Municipal Library

PRESENT: H. Smit (Chair), P. Wilkinson, L. Beamish, S. Riggan, J. Staples

ALSO PRESENT: T. Million (Librarian)

REGRETS: T. McHugh, R. Maguhn

ORDER: Chair Smit called the meeting to order. The time was 4:16 pm.

ADOPTION OF AGENDA:

WILKINSON – That the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES:

WILKINSON – That the Minutes of the Regular Board Meeting of March, 2015 be adopted as presented.

CARRIED UNANIMOUSLY

BOARD TRAINING: Tabled.

YRL in-service in Spruce Grove, Saturday May 23rd. Tara will send information to board.

CORRESPONDENCE:

1. Email from Yellowhead County Library Board re. fall meeting. Action: Will pursue hosting the fall meeting September 16th or 17th. Tara to follow up.
2. Letter from Mayor Mackin re. support for board's recent decisions.

RIGGAN – That the correspondence be accepted for information.

CARRIED UNANIMOUSLY

REPORTS:

1. **Treasurer's Report** presented by T. Million:
 - Letter re. auditor's report. Auditor confirms balanced budget. At the end of the fiscal year operating reserves were at \$43,515, capital reserves were at \$66,381.74, after transfer of \$19,062.
 - Total accounts payable for April: \$6,626.29

**WILKINSON - That we accept the Treasurer's Report and that the Accounts for April in the amount of \$6,626.29 be paid.
Seconded by RIGGAN.**

CARRIED UNANIMOUSLY

- 2. **Library Statistics** presented by T. Million

****J. Staples joined the meeting****

- 3. **Librarian’s Report** presented by T. Million

- 4. **Library Plan of Service**

Board will continue to review Plan of Service and prepare to think about preparation of the next Plan of Service in the coming months.

- 5. **Landscaping Committee**

Review of correspondence between landscaping volunteer, Hinton Parks department. Plan to have landscaping work bee on Saturday, May 23rd; volunteers will be needed.

BEAMISH – That the library board provides refreshments for volunteers (from the advertising and marketing budget line) for the landscaping bee day.

Seconded by STAPLES.

CARRIED UNANIMOUSLY

BEAMISH - That the Reports be accepted for information.

CARRIED UNANIMOUSLY

IN CAMERA:

BEAMISH – That the board meeting move in camera. The time was 5:25.

Seconded by WILKINSON

CARRIED UNANIMOUSLY

WILKINSON – That the board meeting move out camera. The time was 6:43.

Seconded by RIGGAN

CARRIED UNANIMOUSLY

OLD BUSINESS

- 1. **Computer Replacements.** Review of quotes for replacing 18 computers and monitors.

WILKINSON – That the purchase of computers and associated equipment proceed as presented.

Seconded by RIGGAN

CARRIED UNANIMOUSLY

- 2. **Participatory Budget.** After discussion, the board narrowed down the options to two projects that will be considered for submission to the 2015 participatory budget process. Further ideas will be considered.

NEW BUSINESS:

- 1. **Interim coverage plan.** Discussed plan for coverage over next few months in light of recent staff changes.

**STAPLES – That the interim coverage plan move forward as presented, including a revised position: Assistant Manager of Library Services.
Seconded by WILKINSON**

CARRIED UNANIMOUSLY

- 2. **Archives hours.** Reviewed the proposed change to archives hour.

**WILKINSON – That the archives hours changes be accepted as presented.
Seconded by STAPLES.**

CARRIED UNANIMOUSLY

- 3. **All-staff meeting in May.** Due to timing of the meeting, will require a delay in library opening time on May 13th.

**STAPLES – That the library open at 11:00 a.m. on May 13, 2015 to accommodate all-staff meeting participation.
Seconded by ? *Legh Bemis et al.***

CARRIED UNANIMOUSLY

FYI:

- 1. **Hinton Grant Funding Advisory Committee** – will require a library board participant once up and running.

OTHER QUESTIONS / COMMENTS: None

AGENDA ITEMS FOR NEXT MEETING, Thursday, May 28th, 2015

- 1. Review of landscaping bee
- 2. Planning for hosting June library training day

WHAT BOARD MEMBERS HAVE READ

“The Collector” by Nora Roberts, **“The Inconvenient Indian”** by Thomas King (Judy); **“A Good Man”** by Guy Vanderhaeghe (Peter); **“The Best of Me”** by Nicholas Sparks (Tara)

NEXT MEETING

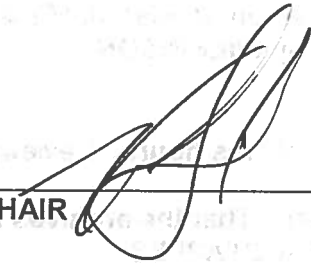
The next regular scheduled meeting is on Thursday, May 28, 2015.

ADJOURNMENT

STAPLES – That the meeting be adjourned.

CARRIED UNANIMOUSLY

The time was 7:30 pm.



CHAIR