

### **Agenda – Library Board Meeting**

***Wednesday, Nov 25<sup>th</sup> 2015 4:15-6:30pm***

***Location: Teck Coal Room***

1. **Call to order**
2. **Adoption of the Agenda**
3. **Adoption of Minutes** – Oct 29<sup>th</sup> and Nov 9<sup>th</sup>
4. **Board training – TBD**
5. **Correspondence:**
  - a. Oct 20 – Letter from Archives Society of Alberta
  - b. Oct 30 – Letter to J. Staples
  - c. Nov 3 – Letter to M. Harper
  - d. Nov 3 – Letter to S. McGettigan
  - e. Nov 9 – Letter and attachments to S. Malmas
6. **Reports:**
  - a. Chairperson’s Report
  - b. Treasurer’s Report
  - c. Library Statistics
  - d. Manager’s Report
  - e. Facility Report
7. **Old Business:**
  - a. Joint meeting with Council – choosing 3-4 dates
  - b. Plan of Service update
8. **New Business:**
  - a. Christmas message from Board – discussion and decision
  - b. December cheques – decision
  - c. Library Rules of Conduct – discussion and decision
  - d. Library Mission and Vision – discussion
  - e. Library Logo – discussion
  - f. Writer-in-Residence – discussion and direction
9. **FYI**
  - a. Town Council
  - b. Upcoming programming and event information
10. **Other questions**
11. **Next meeting: Monday, January 25<sup>th</sup> at 4:30pm**
12. **What board members have read**
13. **Adjournment**