

Agenda – Library Board Meeting

Monday, September 26, 2016 4:30-6:30pm (supper will be provided)

Location: Teck Coal Room

1. **Call to order**
2. **Adoption of the Agenda**
3. **Adoption of Minutes – June 27th**
4. **Board training – decision request – hold October 24th Board meeting at Jasper Public Library with library tour before board meeting**
5. **Correspondence:**
 - a. Letter from Municipal Affairs (PLSB)
 - b. Letter from Brenda Metrow
 - c. Letter from Hinton Historical Society
 - d. Email correspondence chain re. August 15th citizen inquiry to Council
 - e. Email correspondence chain re. August 25th Town communication about FCSS move
 - f. Email correspondence chain re. September 12th citizen inquiry to Council
 - g. Letter from T. McHugh
 - h. Letter from Municipal Affairs (Office of the Minister)
6. **Reports:**
 - a. Chairperson's Report
 - b. Treasurer's Report – including 2016 forecasting report
 - c. Library Statistics
 - d. Manager's Report
 - e. Facility Report
7. **Old Business:**
 - a. LOU with Town of Hinton – next steps (by-laws and policies)
 - b. Revised Axia quote for Supernet changeover – discussion and decision
 - c. Vacant office space proposals – discussion and decision
8. **New Business:**
 - a. 2017 Operating Budget drafts – discussion and decision

- b. Recommendations to Council regarding board member appointments – discussion and decision
 - c. Town of Hinton Policy #083 (Exit Interview Policy for Town of Hinton Board and Committee Members) – discussion and decision
 - d. Library logo – discussion and decision
 - e. Collection inventory closures (December 8-9) – decision
 - f. Staff long term service recognition – discussion
9. **FYI**
- a. Town Council
 - b. Upcoming programming and event information
10. **Other questions**
11. **What board members have read**
12. **Next meetings:**
- a. **October 24th – new board member orientation**
13. **Adjournment**