

**August Meeting Minutes**  
**City of Wetaskiwin Library Board**  
**August 13, 2024**  
**5:15 PM ~ Library Meeting Room**

In-Person attendance: Christine Hutchinson, Kathy Stephanson, Laura White, Bill Elliot, Malora Clayton

Virtual attendance: Amanda Billings – left the meeting at 7:00pm

Guests: Kevin Bamber

Absent – Joe Branco, Von St. Martin,

1. Call to Order at 5:20
2. Adoption of Agenda-Malora moved agenda to be adopted - passed
3. Adoption of the May and two June Meeting Minutes Malora moved to accept all 3 meeting minutes - passed
4. Items for Decision
  - a. Board Executive Positions
    - i. Vice Chair – Laura White appointed to Vice Chair position; nominated by Malora, Laura accepted, passed
    - ii. Treasurer – wait to define and possibly fill this position in the future when we update our policies
  - b. Plan of Service
    - i. Laura moved that the survey be accepted as presented for use starting at summer wrap-up party until the end of December 2024. Passed
5. Items for Discussion
  - a. Budget: Chirstine will prepare a placeholder budget for board approval prior to giving it to Kevin at the city. The actual request will be presented to the city in October.
  - b. Proposed Finance policy presented. Parameters for reserves were discussed. For future approval.
  - c. Organizational Review Work Plan presented. Will be used to guide our work going forward. Updates will be included in director reports.
  - d. Follow up with Kevin re: Lease Renewal: Kevin meeting with building owner Aug14/2024. Addition request: upgrade building security system
6. Items for Information
  - a. Library Director Report - See attached
  - b. Friends Report – Emailed by Malora
  - c. YRL Report - See attached
7. Closed Session – 7:54pm Malora moved to go into, 8:08pm moved out.
8. Next Meeting – September 10, 2024
9. Adjournment 8:10pm