

Meeting Minutes
City of Wetaskiwin Library Board
June 11, 2024
5:15 PM ~ Library Meeting Room

In attendance: Christine Hutchinson, Kathy Stephanson, Laura White, Malora Clayton, Amanda Billings, Heidi McFadzen

Guests: Kevin Bamber

Absent – Joe Branco, Von St. Martin, Bill Elliot

1. Call to Order 5:17 pm
2. Adoption of Agenda
3. Adoption of the May Minutes: Malora moved to accept the minutes as presented - passed
4. Introductions
 - a. Amanada Billings has joined us as our newest Board member.
5. Items for Decision
 - a. Plan of Service: Heidi moved that timeline be accepted as presented - passed
 - i. Survey: Chirstine will gather more feedback and present to the board by e-mail for approval to be published and used by Jun28/2024.
 - b. Margaret’s final report, Chistine will summarize action items for further board input on what we want to adopt, who’s responsible and when we want to tackle the chosen items: Laura moved that the report be accepted as presented - passed
 - c. Continuation of Margaret’s contract; Amanda moved that we continue Margaret’s contractual support for 3 months - passed
 - d. Request Kevin to start having the City to negotiate a renewed lease for 3 years with tenant improvements (paint and kitchen remodel): Laura moved that the lease renewal be initiated by Kevin as discussed - passed
 - e. Heidi Resignation – accepted as tendered
6. Items for Discussion
 - a. August Meeting - August 13th to discuss and prepare for September 11th budget presentation.
 - b. Board Recruitment Framework: City collects applications, gives them to the Boards for selection and then City can approve selected applicants; Kathy will provide Kevin a summary of previous discussions with Paul and FCSS. Kevin will work on making a timely and seamless recruitment plan (fill the board in fall for January start).
 - c. Extra meetings: Draft budget document received June 11 but needs to be presented, reviewed, accepted and submitted for grant requests. We will need a special meeting to review and approve. Possible meeting on June 17th at 5:15pm.
 - d. Computers: City provides computer hardware but not software (updated by library and YRL). Christine will create cost considerations for possible future changes to MOU-city provision of hardware and support.
7. Items for Information
 - a. Library Director Report – presented in board package

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- i. Received thank you from Millet Library Board for donated withdrawn materials.
 - b. Friends Report – next meeting
 - c. YRL Report –next meeting
- 8. Closed Session - Heidi moved to go in closed session - passed. Heidi moved to go out of closed session – passed.
 - a. Amanda moved that the item discussed in closed session be accepted as presented - passed
- 9. Next Meeting – Special Meeting June 17th and summer meeting August 13th, 2024
- 10. Adjournment at 7:17 pm