

**Meeting Minutes**  
**City of Wetaskiwin Library Board**  
**May14, 2024**  
**5:15 PM ~ Library Meeting Room**

In attendance: Christine Hutchinson, Kathy Stephanson, Laura White, Bill Elliot, Malora Clayton, Joe Branco, Von St. Martin

Guests: Margaret Law

Absent – Heidi McFadzean, Amanda Billings

Call to Order 5:19 pm

1. Approval of Agenda
  - i. Motion: Joe moved to approve agenda as presented. = Passed
2. Approval of minutes of March 12, 2024 meeting
  - i. Motion: Malora moved to approve minutes as presented. = Passed
3. Old business
4. New Business
  - a. Introduction of new Board member - Amanda Billings –will be in attendance at next meeting
  - b. Presentation by Margaret Law – of the organizational review she was engaged to prepare for WPL. The finalized report will be available by the June meeting.
  - c. Director Evaluation Form:
    - i. Motion: Joe moved that the template be approved. = Passed
  - d. Q1 Finance Report: Approved and Adjusted budget presented. Monthly actuals will be reported in the future.
    - i. Motion: Von moved that the finance report be accepted as presented. = Passed
  - e. Closure Requests: presented by Christine
    - i. Motion: Von moved that the board approved library closure for Summer Reading wrap up event off site on August 24, 2024. = Passed
    - ii. Motion: Bill moved that the board approve library closure for Thursday and Friday, October 3&4/2024 for the Stronger Together conference. = Passed
  - f. Plan of Service: Christine and Kathy will meet with YRL May17 to see what YRL can offer in support of the Plan of Service development.
5. Reports:
  - a. Director – in the board package for information. Request for volunteers to help with the book sale on June 28<sup>th</sup> at the Summer Kick-Off event

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- b. YRL – Next meeting June 17<sup>th</sup>. -Nothing to report at this time.
  - c. Friends – Malora gave an update from the Friends. Friends is looking for volunteers and fundraising ideas.
6. Correspondence:
- a. Board Calendar – linked in Board Package
7. Parking Lot:
8. In-camera
9. Next meeting June 11, 2024
10. Adjournment at 8:04pm