

**WETASKIWIN PUBLIC LIBRARY
REGULAR BOARD MEETING**

DATE: June 12, 2018
TIME: 4:47 PM
LOCATION: Wetaskiwin Public Library
CHAIRPERSON: Bill Elliot
Present: Justin Cuffe, Pamela Ganske, Lindsay Urkow, Jeff Harper, Christine Hutchinson, Michelle Loov, Deb Lentz, Bill Elliot, Rachele Kuzyk

Excused: Patricia MacQuarrie, Timothy Bolivar
Absent:

1. Approval of Agenda

Loov moved that agenda be approved. Motion carried.

2. Approval of May 15th, 2018 meeting minutes

Urkow moved that minutes be approved. Motion carried.

3. Old Business

3.1 Playground

Kuzyk spoke with development about having a playground put in sooner, they informed her that the city is tearing up the street in front of the library in order to update the underground utilities and roads and wanted to use the lot to park their equipment. They offered to weed, se-stump and prep the lot for the park installation which can then happen in September. The price of the playground will stay the same. Mulch will cover the entire lot and gravel parking will be available at the back of the lot.

We should look into TD, Encompass, and Coop Greenspace grants

Kuzyk has created a letter to distribute to local businesses about park benches and picnic tables for the park. This letter will go out closer to construction time.

4. New Business

4.1 Safety in the Library

Loov expressed concerns about security regarding the washrooms. She suggests looking into having a security camera point in the middle of the washrooms in order to monitor who is going in to them and what patrons might be taking with them into the washrooms. We would need to look and see what privacy acts/policies there may be about this. We would also have to check if the ceiling in that area is a feasible spot for a camera.

Elliot asked about having naloxone kits at the library and what training would be involved. The kits can be picked up for free at the pharmacy and library staff can be trained by AHS at no cost.

Harper suggests that we get an AED identification sticker for the front door of the library so that the public can identify that we have one available.

Harper motions that the library pick up a couple naloxone kits and an AED identification sticker, and staff receives training for administering naloxone. Motion carried.

5. Committee reports**5.1 Finance Committee****5.1.1 Draft Final Statements**

The financial statements that were sent to the library are incorrect and need further reviewing before the draft can be completed.

Harper asks if we should revisit having our own accountant, what the cost would be and how difficult retaining them long term might be.

The Finance Committee will meet in July and review the new/corrected statements when they come in.

5.1.2 Draft 2019 Budget

Kuzyk and Harper report that we are looking for \$43500 to cover the cost of wage increase and advertising/promotion increase.

Harper motions that we approve as draft budget. Motion carried.

5.2 Plan of Service/Policy Committee

Policy documents have been updated with last meetings recommendations

Cuffe motions to approve as working documents. Motion carried.

5.3 Public Relations/Fundraising Committee

Plant night was cancelled due to low ticket sales. The Casino is on July 24th and 25th and all of the shifts are currently filled.

6. Manager of Library Services Report (Kuzyk ~ attached)

Elliot would like upcoming events to be sent out to board members.

7. Correspondence**8. Parking Lot****9. In-Camera****10. Next meeting date: September 18th, 2018****11. Adjournment**

Elliot motions to adjourn meeting at 5:47 PM. Motion carried.

Chairman: Bill Elliot

Recording Secretary: Christine Hutchinson

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