

**WETASKIWIN PUBLIC LIBRARY  
REGULAR BOARD MEETING**

DATE: May 21, 2019  
TIME: 4:45 PM  
LOCATION: Wetaskiwin Public Library  
CHAIRPERSON: Bill Elliot  
Present: Rachelle Kuzyk, Justin Cuffe, Michelle Loov, Bill Elliot, Pamela Ganske,  
Dean Billingsly, Timothy Bolivar, Hazen Evenson, Sara-Dawn Taylor, Peter  
Tarnawsky  
  
Excused: Lindsay Urkow  
Absent:  
CTO: 4:43 PM

**1. Introduction of Peter Tarnawsky, City Manager**

**2. Approval of Agenda**

**Evenson moved that agenda be approved. Motion carried.**

**3. Approval of Apr 16<sup>th</sup>, 2019 meeting minutes**

**Billingsley moved that minutes be approved. Motion carried.**

**4. Old Business**

4.1. Bank accounts

ATB account has been opened.

4.2. ALC report (Elliot – attached)

4.3. Road work (documentation attached)

Kuzyk reviewed information to-date regarding the impending road work on 51 Avenue. A discussion followed regarding Health & Safety, building access, and potential issues and closures. Ideas included restricting the number of people in the building if necessary, opening for patron pick-up of holds, and temporarily closing as needed. Kuzyk reported on the relocation of the book drop from Maskwacis to the Manluk Centre for customer convenience. Hazen suggested a temporary library location, but the group determined that the length of the project did not warrant such a significant move.

4.4. Liability

Kuzyk provided information as a follow-up to trustee liability questions.

**Bolivar moved to accept the information as present. Motion carried.**

**Evenson moved to incorporate the City of Wetaskiwin Library Board under the Societies Act of Alberta, and volunteered to complete the necessary paperwork. Motion carried.**

**5. New Business**

5.1. Library Advocacy

Elliot discussed information presented by YRL surrounding library advocacy with a new provincial government taking office. Elliot will forward the material.

5.2. Logo

Kuzyk provided a copy of the integrated library/archives logo.

5.3. First-aid training

With a transition in Health & Safety, the current Protective Services admin assistant has been unable to confirm existing first-aid certificates for all staff. Kuzyk recommends a single day

recertification for as many staff as possible on June 6<sup>th</sup>, with a library closure to accommodate, if the certificates are not located.

**Bolivar moved to allow a day of training and resulting closure for first-aid on June 6<sup>th</sup> if necessary. Motion carried.**

5.4. YRL conference

YRL is hosting its annual conference on September 20<sup>th</sup> at the River Cree Resort. It is a one-day event for library staff and trustees. If anyone in the group is interested in attending, connect with Rachelle for more information. Elliot will be attending as the YRL representative; Evenson, Bolivar also expressed interest in possibly participating.

**6. Committee reports**

6.1. **Finance Committee**

Next meeting: July 9<sup>th</sup> at 4:45 PM

6.2. **Plan of Service/ Policy Committee**

No report

6.3. **Public Relations/Fundraising Committee**

No report

Note: Alberta Culture Days are September 27<sup>th</sup> & 28<sup>th</sup>, a potential opportunity for library/board involvement and representation.

6.4. **YRL Board Report (Elliot)**

**7. Manager of Library Services Report** (attached)

**8. Correspondence**

**9. Parking Lot**

**10. In-Camera**

**11. Next meeting date: June 18th, 2019**

**12. Adjournment**

Elliot adjourned the meeting at 5:55 PM.

Chairman: Bill Elliot

Recording Secretary: Rachelle Kuzyk

**Date: Apr 16<sup>th</sup>, 2019**