

**WETASKIWIN PUBLIC LIBRARY
REGULAR BOARD MEETING**

DATE: Tuesday, Nov 21st, 2017
TIME: 4:30 PM
LOCATION: Wetaskiwin Public Library
CHAIRPERSON: Jeff Harper
Present: Jeff Harper, Deb Lentz, Lindsay Urkow, Hazen Evenson, Pamela Ganske, Rachele Kuzyk

Excused: Michelle Loov, Ren Goode, Ralph Tarnasky, Patricia MacQuarrie
Absent:

Harper called the meeting to order at 4:35 PM.

1. Introductions

- 1.1 Pamela Ganske**
- 1.2 Sarah Lightning**

2. Approval of Agenda

**Evenson moved that the agenda be approved as amended.
Motion carried.**

3. Approval of Oct 23rd, 2017 meeting minutes

**Urkow moved that the minutes be approved.
Motion carried.**

4. Old Business

4.1 Collections of overdue accounts (Evenson)

Evenson presented material regarding the collection of overdue accounts.

Lentz moved to direct the Policy Committee to review the material and determine if action is required.

Motion carried.

4.2 Maskwacis book drop

Kuzyk informed the group that a book drop has been ordered for placement in the mall at Maskwacis.

4.3 Action Plan

Kuzyk distributed copies of a draft Action Plan to be used alongside the new Plan of Service. Members will review, and discuss at next meeting.

5. New Business

5.1 Kuzyk presented information on changes to employment standards in Alberta that will become effective on January 1, 2018. The library will be particularly affected by the new rules surrounding banked time earned vs paid. Currently, banked time is worked and taken at a 1 to 1 ratio. The new rate will be 1 to 1.5, which will heavily impact programming. Statutory holiday pay is also changing to a flat 4% payment for all employees, even if the date in question is not a normal day of work.

5.2 Incident

Staff recently observed suspicious activity in/near the public restrooms. After both keys went missing in recent days, it appeared that someone may have been using the restrooms as a drop spot for distribution of drugs. After discussing among staff, the safest solution

seemed to be reasonably simple. The doors will now remain propped open so that no key is necessary to access them, and lessening the opportunity to hide items in the restrooms.

6. Committee reports

6.1 Finance

Next meeting: TBA

6.2 Plan of Service and Policy

Next meeting: TBA

6.3 Public Relations/Fund-raising

Next meeting: TBA

7. Manager of Library Services Report (attached)

8. Correspondence

9. Parking Lot

10. In-camera

11. Adjournment

Harper adjourned the meeting at 5:50 PM

12. Next meeting:

Jan 16th, 2018 at 4:30 PM

Chairman: Jeff Harper

Recording Secretary: Rachelle Kuzyk

Date:
