

# *Penhold & District Library*

## **Town of Penhold Library Board Meeting**

Wednesday, January 22, 2020

### **AGENDA**

1. Additions to the Library Agenda
  - Approval of the Library Agenda
2. Changes to Minutes Wednesday, November 27, 2019
  - Approval of Minutes
3. Correspondence
  - Information:
    - 2020 Town of Penhold Annual Budget
    - Letter from the Town of Penhold / Mayor Yargeau to Chinooks Edge School Division 73. Attention: Allan Tarnoczi
    - Town of Penhold - Council Media Release
  - Action:
4. Financial
  - 2019 November and December Reconciliation
  - 2019 Budget vs Actual – Final
  - Silent Auction –
    - 2019 Fundraising Financial Statement
    - Approval to allocate funds (\$2,581.00) towards programs and resources.
5. Approval of the 2019 Annual Report for PLSB, Alberta Municipal Affairs
6. 2020 ALC
  - Two rooms are booked.
7. Library Manager's Report
8. **Next meeting:**
  - Wednesday, February 26, 2020 @ 6:00 pm
9. Adjourn Meeting

Penhold Library Board Meeting

Wednesday January 22, 2020

Present: Myra Binnendyk Pat Mayberry Lisa Newton Sharolyn Sanochez Kathy Sitter  
Jennifer Walsh Joan Schmelke Guest: Brenda Hoskin

1. Approval of the Library Agenda

**Motion made by Joan Schmelke to approve the agenda as presented** Carried

2. Approval of Minutes

**Motion made by Kathy Sitter to approve the minutes as presented** Carried

3. Correspondence:

Information:

**2020 Town of Penhold Annual Budget** was reviewed

4. **Review of a letter that Mayor Yargeau** sent to CESD regarding our disappointment in the CESD decision to turn down our requested proposal and the CESD does not want to proceed with mediation to find a resolution on the joint use of the library space. They wish to develop a separation plan for the library area. Mayor Yargeau identified that the buildings were joined by direction from the Province. He will contact the Education Minister and our local MLA to discuss how this may move forward.

**The Town of Penhold Media Release** The library board feels the public needs to see a factual media response CESD have been non-compliant with yearly reviews of the agreement.

**Action: Lisa Newton will gather up the details of the history of our agreement, talk to Mayor Yargeau and arrange an urgent meeting with the library board to plan our next step.**

5. Financial:

**Reconciliation:**

Bank Balance: November 30, 2019 \$80,054.13; December 31, 2019 \$75,933.54

Book Balance: November 30, 2019 \$68,193.47; December 31, 2019 \$71,215.88

**Budget vs Actual:**

**Motion made by Kathy Sitter to accept the Reconciliation and Budget as presented** Carried

2019 Fundraising Financial Budget:

Silent Auction revenue total is \$2,581.04

**Motion made by Sharolyn Sanochez to approve the allocation of this fund towards programming and resources as she sees fit** Carried

6. Review of the 2019 Annual Report for PLSB, Alberta Municipal Affairs

**Motion made by Lisa Newton to accept the Annual Report as presented** Carried

7. 2020 Alberta Library Conference:

Myra has two rooms booked. One Board member, the Library Manager and possibly one additional staff member attending. **Action: Myra will ask a couple of the staff if they would like to come, if not Myra will cancel one of the rooms**

8. Library Manager's Report:

Review of the stolen property November 12, 2019:

A lock was installed on the staffroom door; it will be locked at all times. This will provide a secure place for staff and personal items.

The school had a lock installed on the school door entrance to the library. So on Mondays, our staff member is to pick up a key from the school office, so the door may be locked for lunch and washroom use.

9. Next meeting February 26, 2020 at 6:00 pm

10. **Meeting Adjourned by Lisa Newton** Carried