



Sylvan Lake Municipal Library  
Regular Monthly Meeting  
Wednesday, February 8, 2017

The Sylvan Lake Municipal Library exists to provide access to comprehensive information in response to the needs of the community, to uphold the principles of intellectual freedom, and to promote cultural enrichment.

**Present:** Dwayne Stoesz (Chair), Barb Pettie (Vice Chair), Caroline Vandriel (Director), Lynette Baker (Secretary), Kathy Inglis (Treasurer), Michael Dawe, Starla Fifield, Chris Lust, Deb Parry

**Regrets:** Laurie Norris

**Absent:**

**1. Call to Order:**

-Meeting called to order @ 7: 00 PM.

**2. Emergency Procedures**

**3. Approval of the Agenda:** Additions or omissions.

-Deb Parry moves to approve the agenda. Carried.

-Kathy Inglis: No financial report this month due to the Accountant's absence.

**4. Welcome Guests:**

**5. Approval of the Minutes of January 11, 2016**

-Barb Pettie made a motion to accept approved minutes, with amendments. Carried.

## 6. Treasurer's Report

-No treasurer's report due to Val's absence this month.

## 7. Librarian's Report

-Chris Lust made a motion to accept Director's report as presented. Carried.

## 8. New Business

### a. **Caroline's annual performance review**

-Committee to meet March 2<sup>nd</sup> @ 7:00 PM  
in the Library to complete Librarian Evaluation.

### b. **SMART credit card reader**

-According to Dwayne Stoesz, **First Data** is a more reasonable alternative in terms of cost of usage and flexibility of options, than **SMART**. Dwayne will send additional information to Caroline in order to facilitate an evaluation and comparison of both products, prior to making a decision.

-Q: Barb Pettie: does the town have a program that the library could tie into?

### c. **Award applications (2)**

-Caroline Vandriel: Due to varying requirements for each application, format changes are required re: Read for 15 and Little Free Pantry. Each project is individual and completely different.

-Chris Lust makes a motion to receive Little Free Panty and Read for 15 as award applications for information. Carried.

### d. **Update on Our Lady of the Rosary cards project**

-Project is off to a good start. Eckville had a suggestion for marking the cards: they propose the application of stickers in order to differentiate location from which books are withdrawn.

-A representative from Our Lady of the Rosary indicated that the school is planning to arrange a tour of the Sylvan Lake Library. They suggested that the whole school visit be conducted during the course of the same day in order to save money for the cost of bussing students. Caroline Vandriel indicated that this plan may not be possible due to sheer numbers.

### e. **"I've been accepted to lead a session on social services in the library at Marigold Library System on May 10": paid or personal time?**

-Kathy Inglis moves that Caroline's session at the Marigold Library be a paid day, including travel expenses. Motion seconded by Barb Pettie. Carried.

f. **Annual report approval**

-Any changes will be tabulated and updated as required.

-Deb Parry moves that the BOD accepts the Annual Report. Carried

g. **Moving of Farmer's Market and how it affects Library's Friday open hours**

-More information required. Dwayne Stoesz will obtain necessary information and present it during the March meeting.

**9. Next Board meeting:** March 8, 2017

**10. Adjournment:** The meeting adjourned @ 8:01 PM.