



**Town of Sylvan Lake Library Board
Regular Monthly Meeting**

March 5, 2024

Programming Room

MEETING MINUTES

TIME: 6:30 p.m.

MEMBERS PRESENT

Carol Moore (Chair), Amanda Forbes (Recorder), Julie Maplethorpe, Jonatan Roy, Jas Payne, Haley Amendt

Regrets: Krista Anderson, Alex Lambert, Wendy Sauvageau

Absent :

Guests:

Note : All minute items labelled with “*” corresponds to additional information provided in the board meeting agenda package.

	Action to be taken:	By whom:	Timeline:
1. Call to Order and Land Acknowledgment a. The meeting was called to order at 6:45pm.			

b. As part of our call to order, we respectfully acknowledge that we are meeting on Treaty 6 territory, traditional lands of First Nations and Métis Peoples. We are grateful for the Knowledge Keepers and Elders who have gone before us. 1.1. Approval of the Agenda Carol moved to accept the agenda. Carried. 1.2. Approval of the Minutes* Carol moved to accept the minutes. Carried. 1.3. Board Chair Communication No updates. 1.4. Motions made via email No motions made via email			
2. Items for Decision 2.1. Policies for Decision a. Collection Development The Collection Development policy was reviewed at the February board meeting. With the dissolution of the Friends of the Sylvan Lake Library (FOSLL) the policy was updated to remove reference to the society. Jas moved to approve the Collection Development policy. Carried b. Programming The programming policy was reviewed at the February board meeting. The only update is the review date.			

Carol moved to approve the Programming policy. Carried			
3. Items for Discussion 3.1. Policies for Discussion a. Communications Policy The board discussed the suggested changes including: - the definition section is not needed and can be removed, - the posting of board meeting packages needs to remain and packages should be posted, - there is no need to change the press release statement, it is still accurate, - appropriate to add social media into Advertising, - sections on bulletin boards and sharing social media posts are being suggested to assist staff with requests from the public, there are current practices that exist and members agree that this is beneficial, and - added clarification and grammar fixes under Library Logo. This policy will return to the April meeting for decision.			
4. Items for Information 4.1. Treasurers Report* Account Balances: (as of February 27) Daily Banking: \$261,710.65 GIC 1: \$162,622.61 (Matures June 2025) GIC 2: \$81,994.20 (Matures June 2024)			

The updating of signers and online administrators for bank accounts, per the motions made at the November meeting, have been completed. 4.2. Director's Report* Haley provided an update to the board. There was no new school announced for Sylvan Lake in the provincial budget. A letter from Minister Ric McIver indicating that there is no change to funding was received. The board agreed to send a thank you letter to the Minister. Corrie Brown has been nominated for the Spark Award. The Spark Champion award is awarded to an adult who has gone above and beyond to be a champion for youth in the community. Nominations remain open until April 15, 2024. Hope to hear regarding additional funding for summer students in May. 4.3. Programming Report* Haley spoke to the provided report. Amanda moved to accept the items as information. Carried.			
1. Next meeting: April 10, 2024 @ 6:30pm			
2. Adjournment: Carol adjourned the meeting at 7:18pm.			