

**Meeting Minutes
City of Grande Prairie Library Board**

Tuesday January 10, 2017
Grande Prairie Public Library Boardroom

Attendees

Present: S. Bansgrove (Vice Chair), M. Curry (Director), T. Brown, M. Evans, R. Rutt, L. Radbourne, G. Scerbak

Regrets: D. Tennant, S. Suecroft, C. Weaver

Recording Secretary: N. Hojka

1. Call to order

Vice Chair S. Bansgrove called the meeting to order at 5:35 p.m.

1.1 Approval of Agenda

Moved by R. Rutt. Seconded by T. Brown.

CARRIED

2. Consent Agenda

2.1 Approval of the minutes of the December 13, 2016 Board Meeting

2.2 Library Report

No changes to the consent agenda.

S. Bansgrove confirmed consent agenda is adopted.

3. Items for Discussion/Decision

3.1 Financial Statements

S. Bansgrove suggested that the income statement be adopted to include a notes column to explain atypical income or expenses.

Moved by T. Brown. Seconded by M. Evans.

That the Board accepts the December balance sheet and income statement.

CARRIED

3.2 Schedule for audit and approval of 2016 financial statements

M. Curry informed the board that Fletcher Mudryk LLP is scheduled to be on site to begin the audit the week of January 23. The review with the finance committee will be scheduled for the first week of March and the audited financial statements will be brought to the board for approval at the March 14 meeting.

3.3 Board Committee Reports

HR Committee – R. Rutt distributed the library board survey which will be completed by all appropriate board members as part of the library director’s performance review. Surveys are expected to be returned by January 31.

The survey for library managers and the library director’s portion of the performance review will also be completed and submitted to the HR committee by January 31.

The HR committee will meet once all the information is collected and will bring their report to the board for approval.

Moved by G. Scerbak. Seconded by L. Radbourne.
That the board accept the verbal HR committee report for information.

CARRIED

Planning Committee – nothing to report.

Finance Committee – nothing to report.

3.4 GPPL Board Representative to the Peace Library System (appointment)

Moved by L. Radbourne. Seconded by M. Evans.
That the board nominate T. Brown as the GPPL Board representative to the Peace Library System effective immediately.

CARRIED

3.5 2016 Year in Review

M. Curry gave a powerpoint presentation of the highlights and major accomplishments of GPPL in 2016.

Moved by R. Rutt. Seconded by M. Evans.
That the board accept the 2016 year in review presentation for information.

CARRIED

3.6 In-Camera Discussion (Standing Agenda Item)

Moved by L. Radbourne. Seconded by R. Rutt.
That the board be moved *in camera*.

CARRIED

The meeting moved *in camera* at 6:22 p.m.

Moved by L. Radbourne. Seconded by R. Rutt.
That the board be moved *out of camera*.

CARRIED

The meeting moved out of camera at 6:25 p.m.

4. Other

4.1 Good News

L. Radbourne pleased that he was able to obtain his library membership for free and was impressed with the efficiency of the staff.

T. Brown was happy to see that the GPPL was able to support the community with this year's giving trees supporting the Bandaged Paws Society and Odyssey House.

4. Next Meeting

February 14, 2017

5. Adjournment

Meeting was adjourned at 6:30 p.m.

Minutes Approved:

Chairperson

Date