

Headingley Municipal Library Board Meeting

April 11, 2017

Minutes

1. Meeting called to order by Marilyn Bayrak at 4:32 pm. Present: Sylvia Shettler, Bonnie Brown, Bonnie Leullier, Marilyn Bayrak, Gail Bell, Alana Chegus, Deborah Thorlakson. Absent: Jim Robson.
2. Minutes of the February 21, 2017 meeting were deferred until the next meeting to give Sylvia time to incorporate them into the standard format.
3. Librarian's Report presented by Bonnie Brown.
 - a. Spring programming has started. Several articles ran recently, and they have generated a lot of interest, membership and enrollment. We are now at 1634 memberships, with 483 being non resident.
 - b. Provincial survey has been finalized. Bonnie and Marilyn attended a library forum at the Selkirk Gaynor Library.
 - c. PLS sent out another survey, focused on Young Adult. It has been completed and returned.
 - d. Engagement letter from the auditor has been signed and he visited this week so he has the information that he needs.
 - e. Storytime program is full, but still room for Babies at the meeting time. There is a kindergarten class that comes over every second Thursday as well.
 - f. There is a waiting list for "Slime" making, as it is full. Zach Au is facilitating it, and earning volunteer hours. We may run a second class due to the high level of interest.
 - g. Author visit is on April 20th.
 - h. There are 12 applications for the library position and Bonnie is interviewing 4 candidates on Thursday. We have received the funding for the full time summer position but it is funding for daytime hours, so Bonnie will check to see if there is flexibility for some evenings. Bonnie will keep the Board updated.
 - i. Along with other schools, Phoenix school scored low on the kindergarten readiness survey; many children are shown to be not ready. Kathie and Bonnie went to a meeting to discuss what should be done to remedy this. We will focus only on the literacy area, and allow the use of library space if necessary.
 - j. Kathie is working on incorporating "Whales Tales" into her programming for the fall.
 - k. Deepika is leaving the library employ and April 28th is her last day. There will be an English Tea party to say thank you and offer her the all the best in the future. Contact Alison to contribute to the gift.

4. Financial Statements circulated and presented by Bonnie Brown.
 - a. January is down as many expenses are deferred until later in the year. (e.g. magazines)
 - b. Technology grant has now been received.
 - c. We use 3215 our Headingley population for the funding although that is low, since they always use the last year's numbers
 - d. 10K advance will be backed out; (there were invoices that needed to be paid and grant had not been received)
 - e. Budget is expected to pass; grant should be received by month end
 - f. Doug Eyolfson's office called and the student grant is approved.
 - g. The numbers weren't clear on the P/L so Bonnie will ask Patrick to attend the next meeting and explain.
 - h. The acceptance of the report will be deferred to the next meeting due to the lack of detail understanding by the Board.

5. New Business
 - a. Discussions of the policies lead by Bonnie. Jim's comments regarding the direction that is being taken were considered and discussed. It was pointed out that all libraries have policies to work with, and that our lack of same has been an issue in some areas. It was moved by Bonnie L and seconded by Alana C to continue in the direction that Bonnie B and her staff have embarked on. Carried.
 - b. Marilyn discussed the MLTA and what they do, which is to disseminate information to smaller libraries in the area.

6. Date of the next meeting May 30th, 2017 at 4:30 at the library: Meeting adjourned at 6:09 pm.

Submitted by Sylvia Shettler
Secretary