

FEBRUARY 20, 2003 - MINUTES
NAN BOOTHBY MEMORIAL LIBRARY

PRESENT

Jack Tennant - Vice-Chairperson
Troy Adams - Treasure
Lesley Morasch - Secretary
Dick Broatch - Trustee
Moirra Maguire - Trustee
Truper McBride - Trustee
Murray Mitchell - Trustee

ABSENT

Cheryl Severns - Chairperson

1. Call to order - 1910 hrs.

2. Approval of the agenda

MOTION: To approve the agenda of February 20, 2003 - Truper McBride

SECOND: Moirra Maguire

ALL IN FAVOUR

3. Adoption of the minutes.

MOTION: Adoption of the minutes of February 20, 2003 - Moirra Maguire

SECOND: Troy Adams

ALL IN FAVOUR

4. Business arising from the minutes.

a. Adrian Dalwood introduced Dorothy Mueller from the Town to explain the insurance policy that the library has in place.

- volunteers between the ages of 18 and 70 are covered under the policy (coverage for those under the age of 18 will be looked into and reported back to Adrian.)

- coverage is at \$600,000.00 for the library's contents. However it was determined that this was low and an increase to \$1,000,000.00 will be taken care of by Ms. Mueller and the extra cost will be billed to the library.

MOTION: To increase contents insurance to one million dollars - Truper McBride

SECOND: Moirra Maguire

ALL IN FAVOUR

b. Board room requirements will be addressed by all Trustees with a specific Committee formed which will be chaired by Dick Broatch.

MOTION: A Boardroom Committee to be formed with Dick being chair - Murray Mitchell

SECOND: Lesley Morasch

ALL IN FAVOUR

So far the measurements have been taken for a new board room table. It has been determined that a white board and a cork board are required.

c. Copy of MFS to Town was carried over until next meeting - to be reported by Cheryl Severns.

d. Margaret Peach will attend The Library Conference in Jasper, the last weekend of April representing the "Friends" of the library.

e. Display cabinets are unable to be constructed by a private carpenter as originally planned. Dick Broatch will supply a catalogue to the "Friends" to choose one that they think would be suitable as they will be contributing the funds for the purchase. There will also be a display case purchased to display the minutes of the library board meetings. The display case that is now on the west wall of the library's foyer has been bolted to the wall as a safety precaution.

f. Jack Tennant reports that flag poles have been located at the old library building and will be installed (cemented) by Rotary members as soon as the ground thaws.

g. In place of gift certificates from Subway Dick Broatch was able to obtain some from Extreme Pizza for those young people that so graciously volunteered their time and effort in helping to organize the books for the book fair.

REPORTS

TREASURER'S REPORT - Troy Adams

Troy presented an overview of the report. These reports will also be made available for public viewing in a display case.

MOTION: To determine if any historical conditions apply to monies donated to NBL. - Murray Mitchell.

SECOND: Truper McBride

ALL IN FAVOUR

MOTION: Approval of the treasurer's report - Moira Maguire

SECOND: Jack Tennant

ALL IN FAVOUR

COLLECTIONS REPORT - Murray Mitchell

A Collection Committee meeting will be held in the first 30 - 45 minutes before the regular board meeting of March 20, 2003.

LIBRARIAN'S REPORT - Adrian Dalwood

See attached Librarian's Report. Adrian reported that "HUB" will be updated (governments computer systems to allow all Albertans to use the internet). Adrian is working with Tremar to ensure that security protocols are put into place. The front window above the fire place is cracked and will cost \$300.00 to be replaced. Adrian will check to see who is responsible for paying.

BUILDING REPORT - Adrian Dalwood

Is available in the Librarian's Report.

FRIEND'S REPORT - Jack Tennant.

Nothing to report. Dick Broatch will be attending the next "Friends" meeting.

TOWN MAINTENANCE AGREEMENT - Truper McBride

Truper reports that the Town feels they are living up to their commitments in maintaining the grounds surrounding the library. Adrian concurs that they do an excellent job in keeping the sidewalks etc. clear of all snow and ice. The Town is not aware that maintaining the library signs is under the agreement. The signs however will be refinished when weather is permitting in the spring.

7. CORRESPONDENCE


The library has received a letter from Margaret Newman expressing her concerns of Christian Literature being made available to the public by the library.

MOTION: A letter of acknowledgment will be sent to Ms. Newman - Jack Tennant.
SECOND: Truper McBride
ALL IN FAVOUR

8. MOTION: Board members to go "in camera" - Truper McBride
SECOND: Lesley Morasch
ALL IN FAVOUR

9. MOTION: To come out of camera - Dick Broatch
SECOND: Moira Maguire
ALL IN FAVOUR

10. MOTION: To adjourn the meeting at 2115 hours - Moira Maguire
SECOND: Lesley Morasch
ALL IN FAVOUR


Lesley Morasch