

JANUARY 16, 2003 - AGENDA  
NAN BOOTHBY MEMORIAL LIBRARY

1. Call to order.
2. Approval of agenda.
3. Adoption of minutes of November 21, 2002.
4. Business arising from the minutes.
  - a). Collection Development - Murray Mitchell.
    - update on proposed "users" survey
    - insurance findings - Troy Adams
5. Reports.
  - a). STRATEGIC PLANNING
    - Mission Statement - Troy Adams
  - b). LIBRARIAN
    - computer One-on-One - Adrien Dalwood
    - CNIB conditions for Books on Tape - Adrien Dalwood
    - Canada Council Grant for Writer in Residence - Adrien Dalwood
  - c). BUILDING REPORT
    - cost for replacement panel - Adrien Dalwood
  - d). TREASURER/FINANCIAL REPORT
    - Town Council Budget Approval - Adrien Dalwood
    - Databridge Accounting update - Troy Adams
  - e). FRIENDS REPORT
    - cost of display cabinet - Dick Broatch
    - new flag (Rotary) - Jack Tennant
6. NEW BUSINESS
  - Jasper Conference - Adrian Dalwood
  - Databridge Report (union/arbitration fees) - Troy Adams (In Camera)
7. ADJOURNMENT

The Friends have approved new shelving units for books in the basement. Adrian consulted with a member from WCB and it was suggested that new shelves and not used ones be purchased.

Dick Broatch will have details for a new display cabinet at the next meeting.

Historical Displays will be hosted by the Friends. The historical artifacts are to be insured by the owner of the artifact. Verification of liability is to be presented in writing.

Discussion took place by the Board Members that a gesture of appreciation would be extended to the Friends by inviting a Friend member to the Alberta Library Conference (expenses covered).

MOTION: To include a Friend as well as 3 others to attend the Alberta Library Conference in Jasper - Troy Adams.

SECOND: Maura Maguire

ALL IN FAVOUR

Flag poles have been located by Jack Tennant. Jack will approach our MLA office to see if they will supply a Canadian Flag and an Alberta Provincial Flag. Rotary will be approached to cement the flag poles into the ground.

Dick Broatch reports that the Subway sandwiches were not given to the high school students who assisted in the organizing of books for the book sale. Dick will arrange for sandwiches or sandwich certificates from Subway.

#### 6. In Camera

MOTION: To go in camera - Maura Maguire

SECOND: Troy Adams

ALL IN FAVOUR

MOTION: To come out of camera - Troy Adams

SECOND: Lesley Morasch

ALL IN FAVOUR.

MOTION: To have Legal Fee Report to be approved by the Board for public viewing - Troy Adams.

SECOND: Maura Maguire

ALL IN FAVOUR

#### 7. Adjournment.

MOTION: To adjourn at 9 P.M. - Troy Adams

SECOND: Dick Broatch

ALL IN FAVOUR

SECRETARY: *Lesley Morasch Feb. 20/03*  
MEETING/CHAIR: *Troy Adams*

JANUARY 16, 2003 - MINUTES  
NAN BOOTHBY MEMORIAL LIBRARY

PRESENT

Cheryl Sevens - Chairperson  
Troy Adams - Treasurer  
Lesley Morasch - Secretary  
Dick Broatch - Trustee  
Maura Maguire - Trustee

ABSENT

Jack Tennant - Vice-Chairperson  
Murray Mitchell - Trustee  
Truper McBride - Trustee

---

1. Call to order - 1910 hours.

2. Approval of the agenda.

MOTION: To approve agenda of January 16, 2003 - Troy Adams

SECOND: Maura Maguire

ALL IN FAVOUR

3. Adoption of Minutes.

MOTION: To adopt minutes of November 21, 2002 meeting - Maura Maguire.

SECOND: Troy Adams.

ALL IN FAVOUR

4. Business arising from the minutes.

a). Collection Development (Troy)

Insurance - Adrian will contact Town and update at next meeting.

5. Reports.

a). Librarian's Report - Adrian Dalwood

The Library has received a \$9,000.00 grant from the Foundation for the Arts for the Writer In Residence Project. The Project must be completed by the end of August, 2003. If the Library receives a Foundation for the Arts grant two years in a row the Library will qualify for a Canada Council Grant.

Alberta Library Conference - Jasper - Adrian requested Board approval for three representatives to attend - Paula, Adrian and one trustee. Three nights accommodation, registration and conference package will cost approximately \$1,000.00 per person. The trustee will be decided within the next couple of days then Adriem will make reservations at the Jasper Park Lodge.

MOTION: Approval for three to attend the Alberta Library Conference - Maura Maguire

SECOND: Dick Broatch

ALL IN FAVOUR

From January 28<sup>th</sup> until the end of November 2003 the Library will be hosting Historical