

May 6, 2025

Regrets:

1. Acceptance of Agenda items
2. New Business
 - 2.1 Acceptance of Income Statement, Budget Update, & Direct Bill Payments for March 2025
 - 2.2 Library membership fees- Discuss implementing membership fees to offset budgetary shortfalls
 - 2.3 Increase service fees- Discuss increasing printing & copying fees
 - 2.4 Contracted Bookkeeper- Discussion about need for contracted bookkeeper
 - 2.5 Treasurer position/reporting- Discuss the need for a board member to step in as the treasurer role until the next round of appointments
 - 2.6 CRA Account Access- Motion to have Carley Binder removed from the CRA account and Nicole Rice added to the CRA account (as well as any board members who want to be added)
 - 2.7 The Alberta Library Operating Grant – Motion to appoint Nicole Rice as authorized applicant for the grant.
 - 2.8 Review of General Personnel Policy Handbook
3. Acceptance of the Consented Agenda
 - 3.1 Minutes of the April 1, 2025 meeting
 - 3.2 Administrator's update – April 2025
 - 3.3 Programmer's update – April 2025
 - 3.4 Statistics for April 2025
4. Business from Last Meeting
 - 4.1 Review of the new job description layout as motioned by Richard at the last meeting.
 - 4.2 Signing Authority –Library administrator, Glenda Brown, Glyn Evans and Ray Olfert have gotten signing authority as well as access to all of the accounts.
5. Board Basics Workshops PLSB –
 - **Spruce Grove: Saturday, May 10** at the Spruce Grove Public Library, 35 – 5 Avenue, Spruce Grove, AB. [Register online for Spruce Grove](#) by **Wednesday, May 7**.
The workshop will run from 9:00 AM to 4:00 PM.
6. Policies

- Next policy to be reviewed:

7. Plan of Service – no update

8. Bylaw – nothing to review

9. Emergency Planning

- Review June 2025

10. Round Table Discussion

11. Adjournment

Next Board Meeting is Tuesday, June 3, 2025 at 6:30pm

Regrets: