

RYCROFT MUNICIPAL LIBRARY Minutes **December 3 2019**

Attendees: Steve Everitt, Petrina Beale , Amy Verquin , Connie Everitt, Lorna Bourget, Diahann Potrebenko		Absent:	Recorder: Petrina Beale
Agenda Item	Notes/Motions	Actions	
1.Call to order:		meeting to order 630 pm	
2. Approval of Agenda (additions/deletions)		Connie approves—Lorna seconds	
3. Approval of minutes for: November 12 2019		Petrina approves—Petrina seconds	
4. Treasurer Report – finance report: Steve 4.1 Accounts Receivable:	<p>Steve reapplied for Chair/treasure position Treasure report attached</p> <p>Petrina makes a motion to change the ATB account name from “The Rycroft Municipal Library “to the legal name “The Village of Rycroft Library Board -- Connie seconds -- all in favour</p> <p>Lorna makes a motion to pay Steve \$100.02 for past expenses that Steve has paid out of pocket Petrina seconds – all in favour</p> <p>Lorna makes a motion to pay Amy \$20.00 for past expense that Amy has paid out of pocket Diahann seconds – all in favour</p> <p>Diahann accepts treasures report all in favour</p>	<p>Letter to go to Village Council</p> <p>Minutes taken to the ATB</p> <p>Check for \$100.02 written to Steve</p> <p>Check \$20.00 written to Amy</p>	
5. Council Report: Diahann	went to FCSS Conference and AUMA/ upcoming G5 meeting on December Steve accepts council report all in favour		
6. Librarian Report: Amy Website policies	<p>Book far December 6-7 ,received 21 out of 23 boxes, Amy has already made contact regarding the missing boxes Missing policies for the website and website</p> <p>Job description and work agreement for librarian</p>	Amy to continue working policies bring to board meeting when completed	

	<p>Yearly Plan of Service</p> <p>Steve accepts librarian report all in favour</p>	<p>Diahann to work on those and bring those back to the board meeting when they are completed</p> <p>Due in March</p> <p>Amy been working on website and it will go live in January 2020</p>
<p>7. Money raising ideas:</p> <p>7.1 Action Plans updates</p> <p>7.2 Letter/response business advertising?</p> <p>7.3 Grant Committee</p>	<p>Chevron grant denied</p> <p>2computer grants still out</p> <p>How do we get acknowledge by big companies</p> <p>Find ways to reach them</p>	
<p>8. Events:</p> <p>8.1 Lego Club updates</p> <p>8.2 Ancestry updates</p> <p>8.3 Movie Matinee</p>	<p>2 people</p> <p>Going good</p> <p>14 people—none in December—</p>	
<p>9. Old Business:</p> <p>9.1 Auditor</p> <p>9.2 Amnesty week/food for fines</p> <p>9.3 Donation letter</p> <p>9.4 Newspaper</p> <p>9.5 Room rental CPECC and CPHaWC</p>	<p>not called auditor to be called notice of reader</p> <p>Steve makes a motion to change amnesty week to foods for fines—Petrina seconds all in favour</p> <p>To look at making amnesty week ongoing possible every 3or 6 months</p> <p>On website has a section for newsletter and newspaper letter needs work to condense it</p>	<p>Diahann to bring it back to the table in January</p>
10 New Business		
<p>11. In camera (In camera is for the confidentiality to discuss personal issues): TIME IN 6:31 pm TIME OUT 6: 58 pm</p>		
12. Motions in camera:		
13. Next Meeting date: January 6 2020 at 6:30 pm		
14: Adjournment: 9:03 pm		