



**MINUTES of Town of Vermilion Library Board
March 30, 2022 @ 7pm**

1. Call to order: A regular meeting of the Town of Vermilion Library Board was called to order at 7:00pm at the Vermilion Library, Justin Thompson chairing.

Members in attendance: Justin Thompson, Alva Andersen, Anna Giesbrecht, Kirby Whitlock, Richard Yaceyko, Joan Mudryk, Josh Rayment, Djesihre Rippel, Brad Gallamore, Stuart Pauls. Regrets: Maxine Hancock

2. Agenda: *Kirby moves the adoption of the agenda. Carried.*

3. Minutes: *Anna moves the adoption of the February minutes as circulated. Carried. Manager will forward a committee of the fundraising meeting notes to all trustees.*

4. Reports

Chair Report: Fundraising meeting on March 27 resolved that trustees would focus on 5 areas: funding drive, chase the ace, minifair at multicultural festival, fall entertainment event, and business xmas parties. Possible dinner theater for 2023. Action plans are outstanding from some committees. Board will request the friends chair attend our next meeting.

Manager Report: Investigated 2 print management platforms: papercut and hybrid cloud printing, recommendations on future upgrade path sent to plan of service committee for review. Digital signage, laptop, and network switch purchased. Staffing shortages in February necessitated significant overtime.

Treasurer Report: Treasurer reported on the February financial statement.

NLLS Board: NLLS changed which population they use to calculate our levy. Plan for a \$4,200 overage due to the levy increase. Trustees direct Kirby to request additional documentation from NLLS concerning this change. Joshua to follow up with town CAO on census numbers.

Advocacy Committee: County of Vermilion River responded no to the library funding request and stated a 2021 contribution of \$33,571. Trustees direct the chair to contact Municipal affairs for a clarifying letter on the source of funding for the rural services grant.

Personnel Committee: Moving forward the personnel committee will review incident reports. *Anna moves that the policy committee review the timesheet approval process for library manager. Carried.* Justin will review the manager timesheet until the matter is resolved.

Alva moves the adoption of the reports as presented. Carried.

5. Whiteboard: Alva and Stuart reviewed common practice on whiteboard usage and longevity. *Anna moves that the library board request the town approval a draw of \$6,500 from equipment*



reserves for the purchase of a digital whiteboard and its installation and accessories. Alva seconds. Carried

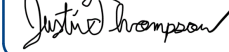
6. Bookkeeping: Treasurer and Manager recommended pursuing a proposal to take over bookkeeping duties from town administration while retaining limited payroll and human sources assistance. A proposal will be submitted in the coming months.

7. Adjournment: *Justin moves to adjourn at 8:45pm*

Next Meeting: April 27, 2022 @ 7:00pm

Approved:

Board Chair: _____

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