



**MINUTES of Town of Vermilion Library Board
August 31, 2022 @ 7pm**

1. Call to order: A regular meeting of the Town of Vermilion Library Board was called to order at 7:05pm at the Vermilion Library, Justin Thompson chairing.

Attending: Anna Giesbrecht, Richard Yaceyko, Kirby Whitlock, Joan Mudryk, Justin Thompson, Joshua Rayment, Maxine Hancock, Alva Andersen, Stuart Pauls.

Regrets: Djesihre Rippel, Brad Gallamore,

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

3. Minutes: *Richard moves the adoption of the minutes. Carried.*

4. Guest: Staff member Katrina Pries read a letter to the board summarizing some professional development taken over the past 2 years that was partially funded by the library board through the PD budget and thanked trustees for the bursary.

5. Reports

Chairperson: Library needs to develop a roster for the delegation to town and county for budget presentations. Joan & Stuart to present to County, Anna and Justin to the town. Josh has been assigned to the policy committee and performance review panel. Library AGM is October 26, members are encouraged to bring a guest. Moving forward at library business meeting a new agenda standing item will be added: ideas hub.

Manager: Summer Reading Program hit target goals, manager seeks clarification on a prior motion. New VOIP phone installed.

NLLS Board:

Kirby attended a recent NLLS meeting in August where the draft budget was presented with a 1.5% increase to the levy. Deficit will be funded through facility rent and pulling from the NLLS reserve account. Proposed per capita rates are as follows:

2023 – 5.31 per capita = \$24,134

2024 – 5.37 per capita = \$24,406

2025 - 5.47 per capita = \$24,861

Plan of Service: Service plan checklist and terminology were reviewed. Committee recommends that the board proceed with the UCG quote concerning elevator designs and tendering services.

Maxine moves that the library board accept the quote from UCG for 2 designs on elevator locations for \$9,000 to come from the building reserve fund. Joan seconds, Carried.

VERMILION



Public Library

Fundraising: The funding drive will proceed in the fall. Committee will focus on inviting users to support the library in its 90th year of service. Committee recommends that the board meet in fall to review a fundraising 101 video by ALTA to refocus fundraising efforts.

Personnel: Salary surveys were reviewed, and new salary figures have been recommended for 2023. Committee will form a review panel of Anna, Josh and Richard to conduct manager review.

*Stuart recused himself and left the facility at 8:15pm
Stuart returned to the meeting at 8:20pm*

Anna moves that the board increase the salary grids by 5%. Joan seconds. Carried.

Finance: Committee drafted the 2023 budget and presented it for review. Committee requests \$70,000 in operating funding from the County of Vermilion River and proposes free library memberships moving forward if received.

Pancake: Submitted report was reviewed.

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

Adjournment: *Justin moves to adjourn at 9:20pm*

Next Meeting: September 28, 2022 @ 7:00pm

Approved: *Sept 28/22*

Board Chair: 