



## **TROCHU LIBRARY BOARD**

### **Meeting Minutes**

Feb 2<sup>nd</sup> 2021  
5:00 PM via Zoom

Meeting Facilitator: **Chair Randy Lacey**

**I. Call to Order by Chair Randy Lacey @1701**

**II. Roll Call**

Attendees: Bonnie Munro, Mary O'Shea, Bonny Teichroeb, Pam Bezanson, Yvonne Hoppins, Sheri Campbell, Frank Vanderkley, Deb Ruddell

Regrets: Davianna Hunt,

**III. Additions to and Approval of Agenda** –No additions: agenda approved as presented.

**IV. Approval of Minutes:** minutes of January 5<sup>th</sup>, 2021 meeting approved as presented by Frank; seconded by Pam: Carried

**V. Old Business & Action Items:**

- a) Handicap accessibility grant: Randy: Tabled until further notice.
- b) Covid-19 committee update: March 22 tentative date for re-opening to public.
- c) Patron's feedback form: Yvonne. Tabled until further notice
- d) Facebook page update: Dom will contact Marigold for help with ironing out a few problems.

**VI. Reports:**

- a) Chair's Report: No report

b) Library Manager Report-Sheri:

- ♥ Continue to have good service thanks to Marigold continuing to deliver materials via their van service. Lots of books are coming and going.
- ♥ Patrons continue to use Wi-Fi service from outside.
- ♥ Sheri proposed to the board that she would like to do a flyer itemizing the resources the library has available and which are available for use at home e.g. movies, game kits, video games. If approved she will ask Marigold to print the flyers, 530 in total to put in all the mail boxes. Cost would be \$95.

**Deb moved that if Marigold will print the flyers we proceed with this initiative at a cost of \$95: Seconded by Frank: Carried.**

c) Town of Trochu report: Bonnie M: Due to the passing of Kim's father Bonnie requested that a card be sent to Kim & family. Mary will attend to this.

d) Marigold Library Association report-Bonnie M:

- ♥ Discussion at last Marigold meeting about video conferencing equipment. Some libraries, such as ours have this equipment which is old and not being used. Marigold will take back this equipment if we wish to get rid of it.

**Yvonne moved we return this equipment to Marigold: Seconded by Randy: Carried.**

- ♥ In reply to a request, Bonnie told board that Marigold will do orientation for new board members if they wish and are willing to attend. She will follow up with Marigold staff and let our members know.

e) Treasurer's report- Deb: as of Feb 1 general account \$29,765: casino account \$7433.

**Appointment of Auditor: Bonnie M moved we appoint Pat Peterson to audit our books and gift her for her services: Seconded by Yvonne: Carried.**

**Committee Reports:**

f) Fund Raising and casino reports: Bonny T.

- ♥ Calendar fund raiser: Bonny has contacted those who have not picked up their calendars. Anyone who has still not picked up their calendar will be contacted again after Feb 15<sup>th</sup>. Because Linmark has closed they will not be honoring the \$250 gift for those who entered into the draw.

- ♥ Frank will contact Inkkers in Three Hills to see if they will consider doing the calendars.
- g) Finance Committee Report: Deb: Deb presented the 2021 draft budgets for review.
- ♥ Casino Budget: Funds are getting low in this account and we do not know when we will have another casino fund raiser. We need to have some money remaining in this account for when we do run another casino.  
  
**Mary moved that the casino account be frozen when funds are down to \$2000: Seconded by Deb: Carried.**
- ♥ General account budget: Several minor changes were discussed. Deb will make these changes and present revised budgets for approval at next meeting.
- h) Records Committee Report: no report
- i) Personnel committee Report: Yvonne: performance reviews need to be done. Yvonne and Deb will do the library manager's review and then she will do the other staff members.
- j) Policy committee: no report

## **VII New Business & Action Items:**

**VIII Correspondence:** Mary read a letter from Deb submitting her resignation to the board effective April 2021. She has submitted her resignation early in the hope that if another member of the board is interested in taking over the treasurer's position they could work with her to get some orientation to the position.

Randy and all members thanked Deb for her hard work over the past year.

## **IX In-Camera:**

**X** Next Meeting: March 2<sup>nd</sup>, 2021 @ 5:00 pm via zoom

**XI** Adjournment: by Frank @1806

Minutes recorded By: Mary O'Shea, Secretary

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Randy Lacey, Library Chair

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Date

DRAFT