

MINUTES

REGULAR MEETING OF THE TOWN OF HIGH LEVEL LIBRARY BOARD

February 24, 2021

ATTENDANCE:

ShawnaLee Jessiman	Chair
Mike Morgan	Vice Chair
Zaiell Robichaud	Director
Brent Anderson	Director
Kathi Barrow	Director
Karen Brideau	Treasurer
Beth Kepplar	MCLB
Amanda Ebert	Library Manager
Ruth Rolfe	THL Director of Community Services

1. **CALL TO ORDER** – ShawnaLee Jessiman called the meeting to order at 7:02 pm.
2. **ADDITION OR DELETION OF AGENDA** – Mike Morgan moved to accept the addition of 7c Libpas report
3. **ADOPTION OF AGENDA** – Brent Anderson moved to accept the agenda as amended. **CARRIED**
4. **ADOPTION OF MINUTES** –Mike Morgan moved to accept the minutes. **CARRIED**
5. **ACTION LIST**- Mike Morgan moved to accept the Action List as presented. **CARRIED**
6. **REPORTS**
 - a) **MCLB** – Not much to report with all libraries closed to the public. The MCLB contribution to the THLB was accidently sent as one cheque instead of two.
 - b) **Library Managers Report** – Kathi Barrow moved to accept as presented. **CARRIED**
 - c) **Financial Report**– Zaiell Robichaud moved to accept as presented. Kathi Barrow seconded. **CARRIED**
7. **NEW BUSINESS**
 - a. **Building Committee**- Ruth Rolfe presented to the Board
 - Currently the Library pays approximately \$4.00 a square foot for rent.
 - Ruth would like a proof of the Library's liability insurance.
 - In 2006 the Town took out a debenture of \$200,000.00 on behalf of the Library Board.
 - In the proposed new building the Library would be 3,498 square feet over two areas. The main library would be 2,228.13 square feet.
 - Rent in new building would be approximately \$14,000.00 a year.
 - The Library Board will need to enter a MOU with FVSD.



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- b. **Policies: Zaiell Robichaud moved** to accept the changes to Policy 1.1, 3.4, 4.3, 5.1, 5.3, 5.5, 6.1, 8.3, 8.6, 10.11, 10.17.
- c. **Libpas report: Mike Morgan moved** to accept the Libpas report as amended. Change ShawnaLee's phone number, Brent's phone number, add Brent's mailing address, and change Mike's phone number

8. DISCUSSION/DECISION

- a) **CEBA:** The Board would like Amanda to gather more information before a decision is made.

9. INFORMATION ITEMS & CORRESPONDENCE – None

10. DATE OF NEXT MEETING – March 31, 2021 7:00 pm. Zoom

11. ADJOURNMENT – Mike Morgan moved to adjourn at 8:17 pm. **CARRIED**



 High Level Library Chair

 April 9/21
 Date

 Secretary

 Date



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