



Minutes

RMWB Library Board October Meeting

📅 Wed October 21st, 2020

🕒 6:00pm - 8:00pm MDT

📍 Via Zoom

👤 **In Attendance**

1. **Call to order**

Amanada called the meeting to order at 6pm.

2. **Adoption of Agenda**

No changes were made.

Motion to adopt the agenda made by Jennifer; Seconded by Roy.

Carried

3. **Approval of Minutes**

a. **February 19, 2020**

Motion to approve February 19, 2020 minutes made by Roy/Seconded by Jennifer.

Carried

4. **Business Carried Forward**

a. **Motion to ratify the electronic approvals made by emails including to select option 2 and approve the operating budget with a reduction of wages and benefits by 54,488.00, and to approve the rural reserve proposal for 2020/2021.**

Motion to approve the operating budget with a reduction of wages and benefits by 54,488 made by Carla/Seconded by Corinna

Carried

Motion to approve the rural reserve proposal for 2020/2021 made by Corinna/Seconded by Jen

Carried

b. **Library Services Update - Presented for Information Only**

Accepted as information.

5. **New Business**

a. **Policy Review**

i. **Board Governance Policies**

The Finance and Legal Committee reviewed the revised Board Governance Policies on October 14 and presented their recommendations to the Board for approval.

Motion to rescind the Board Governance Policy Manual and Library Board policy made by Corinna/Seconded by Carla.

Carried

Motion to add Board Meetings, Memberships and Responsibilities policy, Board Meetings policy, Board Committees policy, Policy-Making policy, Board Member Code of Ethics policy and Orientation and Continuing Education For Board Members policy made by Roy/Seconded by Jennifer.

Carried

Motion to add "Conflict of Interest" as a standing item on the Board Agenda made by Corinna/Seconded by Jim.

ii. **Collection Management Policy**

The Collection Management policy was presented with an addition including that the library reserves the right to refuse donations under the Donations of Materials section.

Motion to accept revised Collection Management policy made by Carla/Seconded by Jen.

Carried.

iii. **Local Authorities Pension Plan Policy**

Board reviewed the Local Authorities Pension Plan Policy.

Motion to approve the revised Local Authorities Pension Plan Policy made by Corinna/Seconded by Roy.

Carried

b. **Technology Plan 2021**

Board reviewed the 2021 to 2025 Technology Plan. Melissa noted that the approval was for the 2021 projects only, and the following years were for information and forecasting only. Any purchases would also be brought to the Board for approval as per the Authority for Expenditures policy. Board discussed reserve funds and the need to go to Council for capital funding requests once the reserves were depleted.

Motion to approve the 2021 technology projects, funded by the IT capital reserve, in the amount of \$107,000 made by Roy/Seconded by Corinna.

Carried.

c. **Plan of Service Update**

Board reviewed the upcoming plan of service action items for 2021.

Accepted as information.

d. **Board Matrix**

For 2021, the Board may require new members. Melissa asked that the Board complete and return the attached matrix by October 28 so that she could forward it to Legislative Services.

6. **Roundtable**

Melissa shared that the Community Investment Program presentations were tentatively scheduled for December 1, 2020.

7. **Adjournment**

Amanda adjourned the meeting at 6:53 PM.