



Tofield Municipal Library Board Minutes

5407-50 Street (Box 479), Tofield, AB, T0B 4J0

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Present: Chair, Harold Conquest; Vice Chair, Kevin Smook; Library Manager Nicole Hillyer; Members: April L'Heureux, Sandy Brolly

Date: April 19, 2022

1. Chair, Harold Conquest Called the meeting to order @ 7:00 pm
2. Approval of agenda
 - 2.1 Additions or Deletions
Moved by Sandy Brolly Seconded by Kevin Smook
CARRIED
3. Treaty Acknowledgement
 - 3.1 Discuss/Approve/Acknowledgement
 - 3.1.1 Resources were shared from Mary Dustow at NLLS
Kevin amended that we table discussion on Treaty Acknowledgement until May meeting
Moved by Kevin Smook Seconded by Sandy Brolly
CARRIED
4. Approval of Tofield Municipal Library Minutes: March 29, 2022
Moved by Kevin Smook (as amended) Seconded by April L'Heureux
CARRIED
Approval of March 15th Minutes added to agenda by Kevin Smook
Moved by Kevin Smook seconded by April L'Heureux
CARRIED
5. Correspondence: None
6. Reports:
 - 6.1 Tofield Library Manager
Written report reviewed and submitted.
 - 6.2 Financials
 - 6.2.1 ATB Financial Statement
 - 6.2.2 Balance Sheet
 - 6.2.3 Chequing Account Reconciliation
 - 6.2.4 Comparative Income Statement
 - 6.3 Approval of 2021 Annual Report, as amended
Moved by Sandy Brolly. Seconded by April L'Heureux
CARRIED
7. Items for Discussion:
 - 7.1 Policy Committee
Joanna Schmidt to join Nicole Hillyer and Yvonne Allan on policy committee
 - 7.2 Thank you for Jessie Morris
 - 7.2.1 Motion to approve gift of Very Berry Honey \$28.89 as a gift for Jessie Morris.
Moved by Kevin Smook. Seconded by April L'Heureux

CARRIED

7.3 Update contact information

7.3.1 Done in Annual Report portion of meeting

7.4 Areas for improvement + or -

7.5 Spark and Ignite

7.5.1 Harold Conquest to attend three days, Thursday, Chair meeting, Friday Conference, and Saturday Annual NLLS Board meeting.

7.5.2 Sandy Brolly Attend Friday Conference.

7.5.3 Nicole Hillyer to attend Thursday Manager training and Friday Conference.

Moved by April L'Heureux. Seconded by Kevin Smook.

CARRIED

7.6 Auditor Papers

8. Closed Session

Moved by April L'Heureux to go into closed session. Seconded by Sandy Brolly

CARRIED

Moved by April L'Heureux to go out of closed session. Seconded by Kevin Smook.

CARRIED

9. Adjournment

Motion to adjourn was called at 8:46 pm by Sandy Brolly. Seconded by April L'Heureux

CARRIED

Next Meeting: _____ **May 12** _____, **2022 @ 7:00 p.m.**

Vision – Constantly strive to provide excellent public library services with access for all.

Mission – Tofield Municipal Library opens a gateway to knowledge, entertainment and lifelong learning. It makes our community a better place to live.
