



# 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, Zsuzsanna Hemperger.

**Present via Zoom:** Yvonne Allan

**Guests:** Jessie Morris (NLLS), Sandy Brolly

**DATE: Tuesday March 29, 2022**

1. Call to order 6:40 pm
2. Approval of agenda
  - 2.1 Additions or deletions

**Moved** by Zsuzsanna Hemperger, seconded by April L'Heureux to approve the agenda as amended.  
CARRIED

3. Indigenous Acknowledgement – Harold Conquest
4. Approval of Tofield Municipal Library Minutes: <March 15, 2022>

**Moved** to April 19 Meeting.

5. Signing Authority – ATB

**Moved** by April and Zsuzsanna Hemperger seconds that all agreements or documents, cheques and other negotiable instruments made or executed on behalf of the Tofield Municipal Library be signed by the Chair or Vice Chair and Library Manager, or Tofield's Chief Administrative Officer.

Harold Conquest, Chair  
Kevin Smook, Vice Chair  
Nicole Hillyer, Library Manager  
Cindy Neufeld. CAO

CARRIED

6. Correspondence: none
7. Reports: none
8. Items for Discussion:
  - 8.1 New Board Members – Orientation Presentation - Jessie
  - 8.2 Hiring Policy – Approval to Hire – Nicole
  - 8.3 Regular Board Meeting Night – Nicole
  - 8.4 Indigenous Recognition (land acknowledgement)

**Moved** by Kevin Smook and seconded by Harold Conquest that the Library Manager works with Mary Dustow to create a personal Indigenous Land Acknowledgement for Tofield Library.

CARRIED

**Moved** by April L'Heureux and seconded by Kevin Smook that the library manager has authority to hire direct report employees at her own discretion.

CARRIED

**Moved** by Kevin Smook Moves and seconded by April L'Heureux that pending the availability of the chambers room, effective Mary 2022, the regular board meeting will move from the Third Tuesday of the month to the Second Thursday of the month.

CARRIED

9. Closed Session

**Moved** by Kevin Smook moves and seconded by April L'Heureux that the board enter closed session at 8:28 pm.

**Moved** by Kevin Smook moves seconded by April L'Heureux that the board exits closed session out at 8:29 pm.

**Moved** by Zsuzsanna Hemperger and seconded by April L'Heureux that Sandy Brolly's name be submitted to town council to join the library board.

CARRIED

**Moved** by Zsuzsanna Hemperger to adjourn at 8:37 pm.

CARRIED

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CHAIRPERSON

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MANAGER

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