



Tofield Municipal Library Board Minutes

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

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In Attendance: Kevin Smook, Larry L. Tiedemann, Zsuzsanna Hemperger, Sandy Brolly, Yvonne Allan,
and Nicole Hillyer

Date: February 9, 2023

1. Meeting called to order at 7:03 pm by Kevin Smook
2. Treaty Acknowledgement read by Kevin Smook
 - a. We acknowledge that our library is located on Treaty 6 Territory. We express our gratitude to the First Nations, Metis, and Inuit peoples that protected these lands and their stories for generations. We honour them by sharing their stories.
3. Agenda accepted as amended by Sandy Brolly. Carried
 - a. Additions or deletions
 - i. Moved to next meeting - Implementation Plan
4. Approval of Tofield Municipal Library Minutes: January 11, 2023 by Larry L. Tiedemann. Carried
5. Reports:
 - a. Northern Lights Executive
 - i. Larry L. Tiedemann shared report and moved report be accepted as presented. Carried
 - b. Tofield Library Manager
 - i. Motion to accept report as amended Sandy Brolly. Carried
 - c. Financials
 - i. Motion made to approve the financial report in principle pending approval of updated comparative income statement made by Sandy Brolly. Seconded by Yvonne Allan. Carried
6. Items for Discussion:
 - a. Board Appointments. Floor turned over to Library Manager.
 - i. Nominations for Chair.
 1. Yvonne Allan nominated Kevin Smook as Board Chair. Nominations asked for 2 more times, no further nominations. Kevin Smook accepts appointment as board chair.
 - ii. Nominations for Vice Chair.
 1. Kevin Smook nominates Larry L. Tiedemann, he accepts. Asked 2 more times for nominations for Vice-Chair. Yvonne Allan moves that

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nominations cease. Larry L. Tiedemann appointed Vice-Chair of the Tofield Library Board.

- iii. Committees. Motion made that until further notice all members of the board are members of all committees by Zsuzsanna Hemperger. Carried
- b. Policy Approval
 - i. Motion made to accept Lib-07-001 by Sandy Brolly. Carried
 - ii. Manager to make amendments Lib-07-002- Lib-07-005 and readdress it at the March meeting.
- c. Implementation Plan 2023 – moved to March meeting
- d. Bylaws – manager to bring back other options and talk to NLLS about bylaws.
- e. Annual Report 2022 – Motion made to approve Annual Report 2022 with the amendment by Larry L. Tiedemann Carried
- f. Courses for staff
 - i. Sage / ACCT RFD. – second option the sage 50 course
 - ii. Mental Health First Aide
 - iii. RFD to be brought to March meeting with more detail.
- g. Manager performance evaluation to be done in closed session, evaluation report to be distributed and brought to the next meeting.
- h. Zsuzsanna Hemperger moved to go into closed session for legal at 8:55 pm. Carried.
- i. Zsuzsanna Hemperger moved to come out of closed session at 9:00 pm. Carried.

7. Meeting to be Adjourned at 9:01 pm by Kevin Smook.

**Next Meeting: _____ March 9th _____, 2023
@ 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.

Nicole Hillyer, Library Manager

Kevin Smook, Library Board Chair

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