



Town of Tofield Library Board Minutes

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

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Date: January 16, 2024

In Attendance: Kevin Smook (Board Chair), Larry L. Tiedemann (Board Vice-Chair), Sydney Baxter (Library Manager), April L'Heureux, Sandy Brolly, Jen Bosvik

1. Meeting called to order at 7:11 pm.
2. Treaty Acknowledgement read by Trustee Smook.
 - 2.1 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. Additions to agenda, 'board member recruitment' added to 7.4 'closed session'.
 - 3.1 Trustee Brolly moved that the agenda approved as amended. Carried.
4. Trustee Bosvik moved that approval of Tofield Municipal Library Minutes for December 14, 2023. Carried.
5. Correspondence from PLSB regarding project grant funding for rural library boards. Trustee Brolly moved to direct the Library Manager to apply for this grant. Carried.
6. Reports:
 - 6.1 Northern Lights Report presented by Trustee Tiedemann. Trustee Tiedemann moved to accept the report as presented. Carried.
 - 6.2 Tofield Library Manager presented by Sydney Baxter. Trustee L'Heureux moved to accept the report as presented. Carried.
 - 6.3 Financial report presented by Sydney Baxter. Trustee Bosvik moved to accept the report as presented.
 - 6.3.1 Trustee Tiedemann moved to move \$3,948.91 to the 'restricted reserved for Dolly Parton' account. Carried.
7. Items for Discussion:
 - 7.1 Adjustments made to policies Lib-02-004, Lib-02-003, Lib-02-006, Lib-06-001, Lib-06-004, and Lib-06-011. Manager to bring them to the February meeting.
 - 7.2 Manager to bring more information for Lib-06-011 vacation policy to February meeting.
 - 7.3 Trustee Brolly made a motion to appoint Becher Munro & Company as auditor for the Town of Tofield Library Board for 2024. Carried.
 - 7.4 Closed Session (legal and board member application).
 - 7.4.1 Trustee L'Heureux moved to enter closed session at 8:51 pm. Carried.
 - 7.4.2 Trustee Brolly moved to exit closed session at 9:09 pm. Carried.
8. Trustee Brolly moved to adjourn the meeting at 9:10 pm. Carried.

Next Meeting: February 8, 2024 @ 7:00 p.m.

Sydney Baxter, Library Manager
Kevin Smook, Library Board Chair