

Bonnyville Municipal Library Board Meeting

Minutes for April 2, 2024

Location: Library Lounge & Zoom

In Attendance: Jo-Anne Cooper, Scott Kovatch, Leila Brosseau,

Neil Langridge, Mike Krywiak

Regrets: Brian McEvoy

Administration: Nicole Labrie

Item	Topic	Action Required
1.0	Call to order <ul style="list-style-type: none"> • Jo-Anne 4:59 PM 	
2.0	Land Acknowledgment The Town of Bonnyville Municipal Library Board acknowledges that where we are today is on the traditional lands, meeting grounds and traveling routes of the Cree, Denesuline, Metis and Inuit Nations. This territory is known today as Treaty 6 Territory and Metis Nation of Alberta, District 12. We pay our respects to the Cree, Denesuline, Metis and Inuit ancestors of this place and reaffirm our relationship with one another.	
3.0	Adoption of April 2024 Agenda <ul style="list-style-type: none"> • Scott moves to accept - unanimous 	
4.0	Adoption of March 2024 Minutes <ul style="list-style-type: none"> • Mike moves to accept as presented – unanimous 	
5.0	New Business <ul style="list-style-type: none"> • 5.A. Request for Decision: Updating Policy HR212: Harassment and Abuse – Scott moves to accept as presented - unanimous • 5.B. Request for Decision: Updating Policy HR213: Grievance and Conflict Resolution – Leila moves to accept as presented - unanimous • 5.C. Request for Decision: Updating Policy EMP302: Employee Hours of Work – Neil moves to accept as presented – unanimous • 5.D Request for Decision: Implementing a Cashless Payment System – Nicole to ask about monthly maximums. Neil moves to go ahead with purchase of Clover Flex terminal, begin service with Clover – unanimous 	<ul style="list-style-type: none"> • 5.A. Nicole to update policy manual • 5.B. Nicole to update policy manual • 5.C. Nicole to update policy manual • 5.D. Nicole to reach out to Clover rep, begin sign up

	<ul style="list-style-type: none"> • 5.E. Request for Decision: Formal Manager Performance Review – Mike moves to have Chair and Treasurer review the Manager annually in April – unanimous • 5.F. Financial Reports – Still include reports that were previously given. Scott moves to accept information – unanimous 	<ul style="list-style-type: none"> • 5.F. Nicole to look into what “doubtful accounts” are on balance sheet
6.0	<p>Manager Report – Nicole gave an update on March’s events, staffing, as well as updated the Board on the school trip/bedbug situation. There are no bugs in the library.</p> <p>Programmer Report - Kat gave update on March programs and partnerships.</p>	
7.0	<p>Next Meeting</p> <ul style="list-style-type: none"> • May 7th at 5 PM, Library Lounge and Zoom 	<ul style="list-style-type: none"> • James MacDonald, NLLS Executive Director will be joining
10.0	<p>Adjournment</p> <ul style="list-style-type: none"> • Mike at 5:49 PM - unanimous 	