

In Attendance: Lisa, Bjornda, Mohammed, Marilyn, Karen, Joel, Levi, Linda, Petra Mauerhoff (SLS)

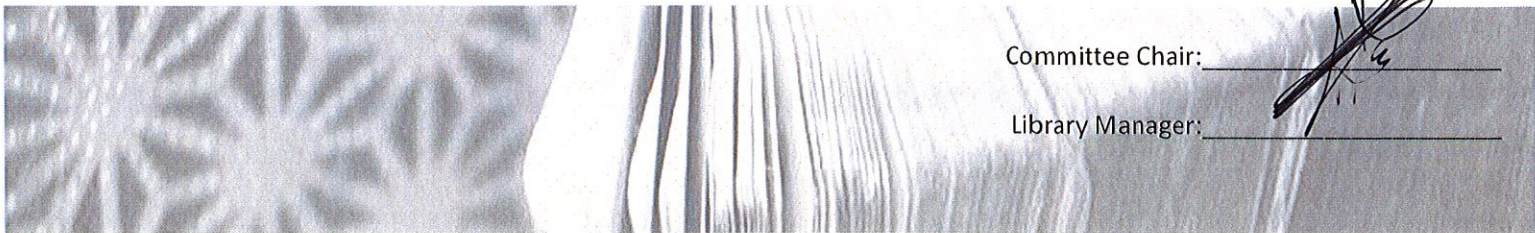
Regrets: Kalina,

1. Call to Order –5:31 pm
2. **Motion to Approve the Agenda with additions, Linda** **PASSED**
3. Presentation from Shortgrass Library System CEO, Petra Mauerhoff  
Petra excused herself
4. **Motion to Approval of Minutes, Marilyn** **PASSED**
5. **Motion to Accept Standing Reports, Bjornda** **PASSED**
  - a. Library Manager Report
  - b. BD & P
  - c. HR & F
  - d. TAB – no representative
6. **Motion to Accept Treasurer Report as Information, Joel** **PASSED**
7. Correspondence
  - a. Christmas Gala RSVPs due Wednesday
  - b. Shortgrass Party representation discussed
8. Old Business
  - a. Policy review schedule status – complete for the year
  - b. New Facility/Fundraising updates
    - i. sponsored room acknowledgments are up
    - ii. Advice for Western acknowledgements – study room
    - iii. 100WWC proposal – Lisa will polish plan for next cycle
  - c. 2017 financial audit: Weaknesses Plan
    - #1 T4s submitted late – we have seen no fines charged to us for this as of yet.  
Debbie at Mactavish estimates 5-6 hours to prepare our T4s and submit them for us and 2 hours for a quick check and online submission.
    - #2 Late Remittances – Lisa now takes remittances to the bank for payment
    - #3 Multiple Charitable Donation Receipt books in use – no longer a relevant concern, but the implications have been noted for future fundraising activities.
  - d. Board Vacancy
    - i. County Rep
  - e. CFEP grant refund
    - i. Motion to refund the CFEP grant minus any used portion of the grant as per their qualifications, Linda

**PASSED**

Committee Chair: \_\_\_\_\_

Library Manager: \_\_\_\_\_



- a. Holiday Party
  - i. January 25<sup>th</sup> @ nineteen (Golf Club)
  - ii. Lisa will be sending email invites shortly with a request for dietary restriction info
- b. Trustee Evaluation
- c. Budget 2019
- d. Plan of Service
  - i. Motion to Accept the 2019-2020 Plan of Service and forward to PLSB, Marilyn  
PASSED

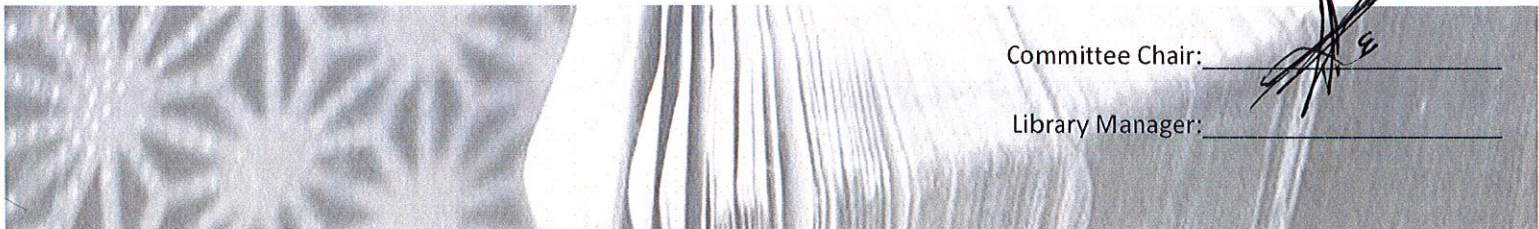
9. New Business

- a. HR & F Policy - none
- b. BD & P Policy – none
- c. Rural Mental Health Initiatives
  - i. Shorty Awards
  - ii. Informally introduce day rates in line with JBS Canada Centre for trial?

10. 2019 Milestones with changes, Marilyn PASSED

12. **Motion to Adjourn, Linda @ 7:30pm**

**Next Board meeting is January 28<sup>th</sup>, 2018 @ 5:30pm**



Committee Chair: \_\_\_\_\_

Library Manager: \_\_\_\_\_

