

**PEACE LIBRARY SYSTEM
BOARD MEETING**

DATE: 24 February 2024
TIME: 10:30 a.m.
PLACE: Peace Library System Headquarters
8301 – 110 street Grande Prairie

PROPOSED AGENDA

1. CALL TO ORDER
 - 1.1 Approval of Agenda* Pg. 03
 - 1.2 Minutes of 25 November 2023 meeting* Pg. 05
 - 1.3 Minutes of 25 November 2023 organizational meeting* Pg. 12

2. ITEMS FOR DECISION
 - 2.1 Draft Revised Environmental Practices Policy* Pg. 18
 - 2.2 Draft Revised Health and Safety Policy for Library Service Points* Pg. 19
 - 2.3 Draft Revised Service Point Legislative Bylaws* Pg. 23
 - 2.4 Draft Revised Conflict of Interest Policy* Pg. 35
 - 2.5 Draft Revised Outside Employment and Other Activities Policy* Pg. 36
 - 2.6 IT Manager signing authority* Pg. 38
 - 2.7 2023 Accomplishments for PLS Board Annual Report* Pg. 39
 - 2.8 2023 LibPas Annual Report* Pg. 41
 - ADD 2.8.1 2023 LibPas Annual Reports for Service Points
 - 2.9 2024 PLS Operating Budget* Pg. 50

3. ITEMS FOR DISCUSSION
 - 3.1 Financial Systems Changeover* Pg. 54
 - 3.2 Presentation – ALTA, Hank Smit

4. ITEMS FOR INFORMATION
 - 4.1 Financials, December 2023 Pg. 55
 - 4.1.1 Financial Statement Briefing*
 - 4.1.2 Simplified Financial Statement*
 - 4.2 Chair’s report**
 - 4.3 CEO’s report, including TAL and TRAC* Pg. 59
 - 4.4 Staff updates* Pg. 60
 - 4.5 ALTA Report**
 - 4.6 Allotment Fund Balances 31 December 2023* Pg. 62
 - 4.7 Draft Minutes of 21 October 2023 Executive Committee meeting* Pg. 64
 - 4.8 Draft Minutes of the 5 October 2023 Plan of Service Committee meeting* Pg. 69
 - 4.9 Draft Minutes of the 25 November 2023 Personnel Committee meeting* Pg. 71
 - 4.10 Letter- NLLS letter to Minister McIver* Pg. 73
 - 4.11 Letter- Minister’s Response to NLLS* Pg. 75

* Documents included

** Documents to be provided at meeting

4.12 Member Business / Round Robin

4.13 Next Meetings

4.13.1 Executive: 20 April 2024 (Peace River)

4.13.2 Board: 25 May 2024 (Grande Prairie)

4.13.3 Executive: 27 July 2024 (Grande Prairie)

4.13.4 Board: 21 September 2024 (Grande Prairie)

4.13.5 Executive: 26 October 2024 (Fairview)

4.13.6 Board/Christmas Party: 30 November 2024 (Grande Prairie)

5. ADJOURNMENT

*** Documents included**

**** Documents to be provided at meeting**