

PEACE LIBRARY SYSTEM
BOARD MEETING
November 25, 2017

PLACE: Peace Library System
8301 – 110 Street, Grande Prairie

TIME: **10:30 A.M.**

PROPOSED AGENDA

1. CALL TO ORDER & INTRODUCTIONS
2. APPROVAL OF AGENDA
3. PEACE LIBRARY SYSTEM ORIENTATION
4. ELECTION OF COMMITTEE MEMBERS AND OFFICERS
 - 4.1 Board and Committee Structure*
 - 4.2 Election of Executive Committee*
 - 4.3 Election of Chair and Vice-Chair*
 - 4.4 Election of Personnel Committee*
 - 4.5 Election of Plan of Service Committee*
 - 4.6 Board Signing Authorities*
5. MINUTES OF SEPTEMBER 16, 2017 MEETING*
6. BUSINESS ARISING FROM MINUTES
7. REPORTS
 - 7.1 Director's*
 - 7.2 Chair's
 - 7.3 Technical Services*
 - 7.4 Information Technology (IT) Services*
 - 7.5 Consulting Services*
 - 7.6 The Alberta Library (TAL)
 - 7.7 Alberta Library Trustees Association (ALTA)**
 - 7.8 The Regional Automation Consortium (TRAC)
8. EXECUTIVE/FINANCE COMMITTEE
 - 8.1 Minutes of September 30, 2017, Meeting*
 - 8.2 Financial Statement – August, 2017*
 - 8.3 Revised Internet and Electronic Mail Acceptable Use Policy (*see Motion E17 -046*)*
 - 8.4 Revised Data Security Policy (*see Motion E17 -047*)*
 - 8.5 Revised Automation and Information Technology (IT) Services for Member Libraries Policy (*see Motion E17-048*)*
 - 8.6 Revised Health and Safety Policy (*see Motion E17-049*)*
 - 8.7 Revised Working Alone Policy (*see Motion E17 – 050*)*
 - 8.8 Revised Orientation and Continuing Education of Local Society and Staff Policy for Library Service Points (*see Motion E17- 051*)*
 - 8.9 Revised Finance Policy for Library Service Points (*see Motion E17-052*)*
 - 8.10 Loan of Resources Policy for Library Service Points [NEW] (*see Motion E17-053*) *
 - 8.11 Provision of Library Services to Persons Unable to Use Conventional Print Materials Policy for Library Service Points [NEW] (*see Motion E1-054*)*
 - 8.12 Website Project**
 - 8.13 Auditor for 2017*

- 8.14 Financial Forecast to December 31, 2017*
- 8.15 Draft 2018 Operating Budget (*see Motion E17- 061*)*
- 8.16 Transfers from Reserves for 2017 (*see Motion E17-062*)*
- 8.17 Draft 2018 Capital Budget (*see Motion E17-063*)*

- 9. PERSONNEL COMMITTEE
 - 9.1 Minutes of the August 19, 2017 Meeting*

- 10. PLAN OF SERVICE COMMITTEE
 - 10.1 Minutes of the September 16, 2017 Meeting*

- 11. ADVISORY COMMITTEE MEETINGS MINUTES
 - 11.1 County of Northern Lights, September 25, 2017*
 - 11.2 Municipal District of Spirit River, October 2, 2017*
 - 11.3 Clear Hills County, October 11, 2017*
 - 11.4 Municipal District of Greenview, October 12, 2017*
 - 11.5 Northern Sunrise County, October 30, 2017*

- 12. NEW BUSINESS
 - 12.1 Infrastructure Grant Report*
 - 12.2 Indigenous Populations Grant Report to November, 2017*
 - 12.3 *Public Libraries : We're Only Human* Symposium – February 23-24, 2018

- 13. CORRESPONDENCE
 - 13.1 Minister of Municipal Affairs – Minister's Awards for Excellence in Public Library Service*
 - 13.2 Town of Manning – ALTA Alternate*
 - 13.3 PLS News & Notes – Winter 2017**

- 14. MEMBERS' BUSINESS/ROUND ROBIN

- 15. NEXT MEETINGS
 - Executive: February 24, 2018 (TBA)
 - Board: March 24, 2018 (Grande Prairie)
 - Executive: April 21, 2018 (TBA)
 - Board: May 26, 2018 (Grande Prairie)
 - Executive: August 18, 2018 (TBA)
 - Board: September 15, 2018 (TBA)
 - Executive: October 27, 2018 (TBA)
 - Board/Christmas Party: November 24, 2018 (Grande Prairie)

- 15. ADJOURNMENT

*Documents included
 **Documents to be provided at meeting