

PEACE LIBRARY SYSTEM

**BOARD MEETING**

May 25, 2019

PLACE: Peace Library System Headquarters  
(8301 – 110 Street, Grande Prairie, AB)

TIME: **10:30 a.m.**

**AGENDA**

1. CALL TO ORDER, INTRODUCTIONS
2. APPROVAL OF AGENDA
3. MINUTES OF MARCH 16, 2019 MEETING\*
4. BUSINESS ARISING FROM MINUTES
  - 4.1 SuperNet Bandwidth in Libraries\*\*
5. 2018 YEAR IN REVIEW
  - 5.1 Chair's Report
  - 5.2 2018 Annual Report\*\*
  - 5.3 Personnel Committee Report
  - 5.4 Plan of Service Committee Report
  - 5.5 2018 Audited Financial Statements\*  
[Guest: Lacy Vowel, Fulcrum Group]
6. APPOINTMENT OF AUDITOR FOR 2019
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 The Alberta Library Trustees Association (ALTA)
  - 7.8 The Regional Automation Consortium (TRAC)
  - 7.9 Alberta Library Conference Feedback
8. COMMITTEES
  - 8.1 Personnel
    - 8.1.1 Draft Minutes of March 16, 2019 Meeting\*

- 8.2 Executive/Finance
  - 8.2.1 Draft Minutes of April 13, 2019 Meeting\*
  - 8.2.2 Financial Statement – March, 2019\*
  - 8.2.3 Updated Five-Year Capital Plan\*
  - 8.2.4 Destruction of 2011 Accounting Records
  - 8.2.5 Reviewed Personnel Policy Introduction and General Information\*
  - 8.2.6 Revised Regular Hours of Work Policy\*
  - 8.2.7 Revised Absenteeism Policy\*
  - 8.2.8 Revised Employee Benefits Policy\*
  - 8.2.9 Revised Continuing Education/Professional Development Policy\*
  - 8.2.10 Revised Personal Appearance Policy\*
  - 8.2.11 Revised Investment and Management of Private Assets Policy\*
  
- 9. NEW BUSINESS
  - 9.1 2018-2019 Indigenous Populations Grant Report\*
  - 9.2 Post-Election Public Library Advocacy\*
  - 9.3 Infrastructure Project Report\*
  
- 10. FOR INFORMATION
  - 10.1 Peace Library System’s News & Notes, Summer, 2019\*\*
  - 10.2 Excellence in Library Service Awards\*\*
  
- 11. MEMBERS’ BUSINESS/ROUND ROBIN
  
- 12. NEXT MEETINGS
  - Executive: August 24, 2019 (Northern Sunrise County Office)
  - Board: September 14, 2019 (High Prairie)
  - Executive: October 26, 2019 (Hythe)
  - Board/Christmas Party: November 30, 2019 (Grande Prairie)
  
- 13. ADJOURNMENT

**\* Documents included**

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