

**Canmore Library Board Minutes  
Regular Meeting on Thursday, May 26<sup>th</sup>, 2016**

**CALL TO ORDER: 6:32pm**

In Attendance: S. Beckett, D. Parkes, J. Smith, M. Sampson, E. Russell, L. Goddard,  
T. Madge, M. Preston

Chaired by: S. Beckett

Absent: P. McKeown, D. Carrico, B. Millard, A. Metikosh

**WELCOME AND OPENING REMARKS:**

**Library Snapshot:** M. Preston gave an overview of non-traditional resources available at the Library.

**16-05-01 MOTION:** M. Sampson moved to approve the agenda. Seconded: L. Goddard.  
**CARRIED.**

**16-05-02 MOTION:** D. Parkes moved to adopt the minutes from the April meeting as corrected. Seconded: J. Smith. **CARRIED.**

**16-05-03 MOTION:** J. Smith moved to approve the consent agenda: Seconded: D. Parkes.  
**CARRIED.**

**LIBRARY REPORTS & CONTINUING BUSINESS**

**Library Director's Report (as submitted)**

**Policy Updates**

**16-05-04 MOTION:** L. Goddard moved to accept the Prevention of Harassment and Workplace Violence Policy as corrected and have a review date in 3 years.  
Seconded: M. Sampson. **CARRIED.**

**16-05-05 MOTION:** E. Russell moved to adopt the Town of Canmore Board Operating Rules Seconded: J. Smith. **CARRIED**

**Plan of Service Survey**

Board members are asked to think about where and how they would like to administer the survey. Tasks will be distributed amongst Board Members.

**ACTION:** The final version of the survey will be sent out to Board Members on April 22<sup>nd</sup>.

**ACTION:** J. Smith will ask the Friends of the Library if they would be available to help administer the survey.

**ACTION:** M. Sampson will investigate the use of QR codes for the survey.

**NEW BUSINESS**

**Elevation Place Memberships**

Upon further discussion, Town Administration determined that the Town staff discount on Elevation Place Memberships will be allowed to continue for Library staff.

**FINANCIAL UPDATE**

**16-05-06 MOTION:** M. Sampson moved to approve the April 2016 financials. Seconded: D. Parkes. **CARRIED.**

**COUNCIL UPDATE**

E. Russell informed the Board that photo radar tickets administered on the Bow Valley Bridge will be reviewed and if eligible they will be refunded.

**OTHER REPORTS**

**Committee Reports**

Nothing to report at this time.

**Friends of the Library**

**ACTION: M. Preston and J. Smith to meet to create a special projects proposal to take to the June 28<sup>th</sup> Friends Executive meeting.**

**Marigold report**

As submitted.

**Correspondence**

The Marigold Schedule C agreement has been sent to Council.

**Round Table**

On-the-spot remote book checkouts, Storytime Express

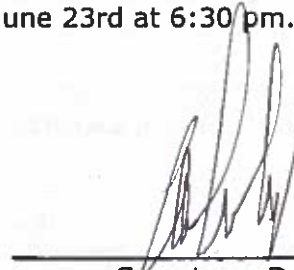
**16-05-07 MOTION:** M. Sampson moved to adjourn the meeting.

DATE OF NEXT REGULAR MEETING: Thursday, June 23rd at 6:30 pm.

MEETING ADJOURNED: 7:35pm



Chair S. Beckett



Secretary: D. Parkes

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