

**Canmore Library Board Minutes  
Regular Meeting on Thursday, September, 2017**

**CALL TO ORDER: 6:30pm**

**In Attendance:** A. Baker, S. Beckett, A. Metikosh, B. Millard, M. Sampson, J. Smith, M. Preston

**Chaired by:** B. Millard

**Absent:** P. McKeown, E. Russell, T. Madge

**WELCOME AND OPENING REMARKS**

**Library Snapshot** A. Post presented an overview of the Meet the Author program, which runs four times a year and provides a public forum for, primarily, Alberta writers. Authors invited to attend receive an honorarium of \$250. The Library will also afford space and publicity to local authors who may wish to organize their own events.

**17-09-01 MOTION:** S. Beckett moved to accept the agenda. Seconded: J. Smith. **CARRIED**

**17-09-02 MOTION:** M. Sampson moved to approve the August 2017 minutes as circulated. Seconded: A. Baker. **CARRIED**

**LIBRARY REPORTS & CONTINUING BUSINESS**

**Library Director's Report (as submitted):** M. Preston accepted questions from the Board about her monthly report.

**Updates**

**17-09-03 MOTION:** A. Baker moved to accept the revised Library by-laws as presented (2<sup>nd</sup> Reading).  
Seconded: J. Smith **CARRIED**

**17-09-04 MOTION:** J. Smith moved to accept the revised Library by-laws as presented (3<sup>rd</sup> Reading).  
Seconded: S. Beckett **CARRIED**

**Action:** The Correspondence Secretary (A. Metikosh) is to draft a letter submitting the new by-laws to the Town.

**NEW BUSINESS**

**Candidates Forum:** The all-candidates forum is scheduled for October 4, 2017, 7-9 pm, at Creekside Hall. Board members were asked to help with set up, clean up, and hosting of the event.

**17-09-05 MOTION:** A. Baker moved to present forum moderator B. Callaghan with an honorarium of \$150. Seconded: S. Beckett. **CARRIED**

**Risk Management:** M. Sampson reported that a presentation on risk management has been prepared but would be deferred until the new Board is seated. There is general agreement on the existing Board that a risk management policy is needed and that a Risk Management committee should be struck. The possibility of arranging a Board workshop to help define potential risks/mitigation was discussed.

**Board Membership:** Two existing Board members (B. Millard; J. Smith) submitted applications to serve for another term. Two applications for new members were received. There is still one space vacant on the Board. Members were asked to encourage applications for the position.

M. Preston indicated that the Banff / Canmore libraries would like to host a joint orientation session for new Board members. The Canmore Board supported the idea; B. Millard suggested a date prior to the new members' first Board meeting.

#### **FINANCIAL UPDATE**

The financial statements were accepted as information items.

#### **OTHER REPORTS**

There were no Council or Committee reports.

#### **Friends of the Library:**

J. Smith confirmed the next Book Sale will be held the weekend of 17, 18, 19 November 2017.

#### **Marigold:**

J. Smith indicated the possibility of a symposium for Library Board members, to be organized by Marigold, tentative date February 2018. The aim is to provide a forum for Board members to address problems, concerns, and questions they might have about their role(s).

#### **Correspondence:**

The Board received a call for nominations for the provincial YOU Awards (excellence in Public Library Service). There was some discussion of the various programs the Canmore Library offers and general agreement that several might be combined under the umbrella of 'connections to the community.'

**Action:** M. Preston will check the criteria for the Awards to determine the basis on which the Canmore Library might qualify.

**MEETING ADJOURNED** by B. Millard at 8:07 p.m.

**DATE OF NEXT MEETING:** Thursday, October 26<sup>th</sup>, 2017 at 6:30 pm.



Chair: B. Millard



Vice Chair: M. Sampson

**ACTION:** A. Metikosh will draft a letter to the Town with respect to the new by-laws.

**ACTION:** M. Preston will check the criteria for qualification for the YOU Awards.