

**Canmore Library Board Minutes
Regular Meeting on Thursday, October 26, 2017**

CALL TO ORDER: 6:30pm

In Attendance: A. Baker, S. Beckett, A. Metikosh, J. Smith, P. McKeown, M. Preston, T. Madge

Chaired by: M. Sampson

Absent: B. Millard, E. Russell

WELCOME AND OPENING REMARKS

Library Snapshot: T. Fong gave an overview of the Library's Interlibrary Loans services.

17-10-01 MOTION: A. Baker moved to accept the agenda. Seconded: A. Metikosh **CARRIED**

17-10-02 MOTION: S. Beckett moved to approve the September 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. If the Board would like the Friends of the Library to adjust their annual contribution and fundraising goals the Board will need to let the Friends Executive know before their budget year end July 31, 2018.

Candidates Forum: A. Metikosh reported on the All Candidates Forum held on October 4th.

Revised Bylaws: A. Metikosh sent a copy of the updated Library Bylaws and will continue to communicate with the Town Clerk regarding Council's review and acceptance of this revised document.

NEW BUSINESS

Board Member Orientation: Marigold and Banff Library will be holding a New Board Member Orientation on Dec 2nd from 9am-12pm Canmore Board Members are also invited to attend.

New Councilors: Stan Ostashewski and Mirit Poznansky were appointed as new Board Members. Karen Marra was appointed as the new Council Representative with Rob Seely as the Town Council alternate.

ACTION: A. Metikosh will send a letter to E. Russell thanking him for his service on the Library Board.

ACTION: A. Metikosh will send congratulation letters to the new Council Members.

ACTION: M. Preston will see if there is a congratulations letter template from previous years.

Volunteer Appreciation: Invitations were handed out to all the Board Members for the Volunteer Appreciation Party which will be held on November 24th at 5:00pm.

FINANCIAL UPDATE

September 2017: The September financial statements were reviewed.

2018 Budget Amendment Request: Possible options for reducing Library operating costs were discussed. The 2018 Budget will be brought forward for approval at the November Board meeting.

ACTION: New Board Members will receive an orientation from B. Millard and brought up to speed on the current budget situation prior to the November meeting.

ACTION: M. Preston will review cost-saving options for Library operations in 2018.

ACTION: A. Baker will look into investment options for the Library and liaise with the Friends of the Library regarding their annual donation and fundraising goals.

OTHER REPORTS

Friends of the Library: The next Booksale is on November 17th to 19th and the Executive meeting is on the 30th of November.

ROUND TABLE: S. Beckett expressed her thanks for the opportunity to serve on the Library Board for the past eleven years.

MEETING ADJOURNED by M. Sampson at 8:26p.m.

DATE OF NEXT MEETING: Thursday, November 23rd, 2017 at 6:30 pm.


Vice Chair: M. Sampson


Treasurer: P. McKeown

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