

Canmore Library Board Minutes
Regular Meeting on Thursday, October 27th, 2016

CALL TO ORDER:

In Attendance: A. Baker, S. Beckett, V. Gallant, L. Goddard, B. Millard, A. Metikosh, D. Parkes, J. Smith, E. Russell, M. Preston, T. Madge

Chaired by: S. Beckett

Absent: M. Sampson, P. McKeown

WELCOME AND OPENING REMARKS

New Board members V. Gallant and A. Baker were welcomed. For the Library Snapshot, T. Madge gave a brief overview of the Library's Step Up to Reading bags.

16-10-01 MOTION: B. Millard moved to approve the agenda. Seconded: A. Metikosh.
CARRIED.

16-10-02 MOTION: A. Metikosh moved to adopt the minutes from the September 2016 meeting. Seconded: L. Goddard. **CARRIED.**

LIBRARY REPORTS & CONTINUING BUSINESS:

Library Director's Report (as submitted): Information regarding the AWE Early Literacy Stations was circulated. The annual Volunteer Appreciation event will be held on November 25th, 2016 at 5:00pm and all Board members are invited to attend.

Policy Updates:

16-10-03 MOTION: E. Russell moved to accept the Board Member Code of Conduct Policy. Seconded: L. Goddard. **CARRIED.**

Procedure for email motions: Motions created via email will be included in the relevant section of the next month's minutes.

NEW BUSINESS

Slate of Officers:

Chair: B. Millard

Vice Chair: M. Sampson

Past Chair: S. Beckett

Correspondence Secretary: D. Parkes

Treasurer: P. McKeown

Town Council Representative: E. Russell

Friends of the Library representative: J. Smith

Marigold Representative: J. Smith

16-10-04 MOTION: L. Goddard moved to accept the new slate of officers. Seconded: A. Metikosh. **CARRIED.**

FINANCIAL UPDATE

16-10-05 MOTION: D. Parkes moved to accept the September 2016 financials as presented. Seconded: E. Russell. **CARRIED.**

2017 Budget Request:

At the request of Town Administration, the Board acknowledged the potential to consider a reduction in the Library's proposed 2017 budget. The motion for the proposed budget change was sent out and moved by email as per the following email motion on October 5, 2016:

16-10-06 MOTION: D. Parkes moved that the Library Director is authorized to submit to the Town of Canmore the original budget request approved by the Board on August 25, 2016, along with a potential amount to be no more than 4.5% above 2016 levels, reflecting no changes to 2016 staffing levels. Seconded: L. Goddard. **CARRIED.**

COUNCIL UPDATE

The Library's willingness to work with Council to cut budget costs reflects well upon the Library.

OTHER REPORTS

Committee Reports: No additional reports at this time.

Friends of the Library: The Friends of the Library held their AGM to approve financials on October 20, 2016. The Fall Booksale will be held from November 18 - 20, 2016.

Marigold: The next Marigold meeting will be held on November 26, 2016 in Irricana.

CORRESPONDENCE

The Board was made aware of the Marigold Customer Satisfaction Survey.

Round Table: Welcome to new Board members, and many thanks to L. Goddard for her 11 years of service on the Board.

16-10-07 MOTION: L. Goddard moved to adjourn the meeting. **CARRIED.**

MEETING ADJOURNED: 7:50pm

DATE OF NEXT MEETING: Thursday, November 24th, 2016 at 6:30 pm.



Chair S. Beckett



Vice-Chair B. Millard