

**Canmore Library Board Minutes  
Regular Meeting on Thursday, January 26<sup>th</sup>, 2017**

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

**In Attendance:** A. Baker, S. Beckett, P. McKeown, A. Metikosh, B. Millard, D. Parkes, E. Russell, M. Sampson, J. Smith, M. Preston, T. Madge

**Chaired by:** B. Millard

**Absent:** V. Gallant

**WELCOME AND OPENING REMARKS**

**17-01-01 MOTION:** A. Metikosh moved to approve the agenda. Seconded: D. Parkes. **CARRIED.**

**17-01-02 MOTION:** M. Sampson moved to adopt the minutes from the November 24<sup>th</sup> 2016 meeting. Seconded: E. Russell. **CARRIED.**

The draft Elevation Place Events Guideline was removed from the consent agenda and was discussed as part of the Library Director's Report.

**LIBRARY REPORTS & CONTINUING BUSINESS**

**Library Director's Report (as submitted):** The draft of the Events Guideline for Elevation Place tenants was discussed, feedback on this document will be forwarded to the Town. If the Board would like to have a review of the Library's benefit plan, the Benefits Plan Representative would be happy to come to make a presentation to the Board. A Library patron who had his internet privileges revoked was discussed.

**Policy Updates:**

**17-01-03 MOTION:** D. Parkes moved to accept the Staff Children in the Workplace Policy as presented. Seconded: A. Baker. **CARRIED.**

**Community Café Discussion:** A. Metikosh gave a review of the meeting held at the Ralph Connor Commemorative Church on January 18<sup>th</sup>, 2017 regarding youth and young adults in Canmore. The Board will be kept apprised of any future developments with this initiative.

**2017-2019 Plan of Service:** A. Metikosh gave a brief review of the 2017-2019 Plan of Service.

**17-01-04 MOTION:** S. Beckett moved that the 2017-2019 Plan of Service be accepted as presented. Seconded: E. Russell. **CARRIED.**

**NEW BUSINESS**

**Alberta Library Conference 2017:** The Board is able to finance two Board members to attend this conference. M. Sampson and A. Baker indicated that they would like to investigate this opportunity. The April Board Meeting will be moved to April 20<sup>th</sup> rather than April 27<sup>th</sup> to accommodate Board members who attend.

## **FINANCIAL UPDATE**

**17-01-05 MOTION:** S. Beckett moved to accept the November 2016 financials as presented. Seconded: E. Russell. **CARRIED.**

**December Financials:** P. McKeown presented the draft December financials as an information item. The final version will be presented at the February Board Meeting.

**2017 Revised Budget:** P. McKeown presented the revised 2017 Budget. The unrestricted reserve was discussed. The Board will establish a committee proactively address the use of Library reserves.

**17-01-06 MOTION:** P. McKeown moved to adopt the revised 2017 Budget. Seconded: M. Sampson. It was determined that further discussion of the 2017 budget is required. This motion was tabled until the February meeting.

## **OTHER REPORTS**

**Council Report:** Nothing to report at this time.

### **Committee Assignments:**

**Finance:** P. McKeown

**Evaluation & Review:** Chair (B. Millard), Vice Chair (M. Sampson), D. Parkes

**Policy & Bylaw:** D. Parkes, J. Smith, M. Sampson

**Strategic Planning Committee:** A. Baker, S. Beckett, P. McKeown, M. Preston

**Compensation Review:** B. Millard, A. Baker

**Advocacy:** A. Metikosh, S. Beckett

**Board Development:** A. Baker, B. Millard

**ACTION:** M. Preston to send B. Millard relevant information regarding compensation rates from Marigold

**Friends of the Library:** The Friends approved an extra \$5000 to be transferred to the Library for a special project. The next Booksale will be held April 7-9, 2017.

**Marigold:** The next Marigold meeting is this Saturday, January 28<sup>th</sup> at Turner Valley.

**Correspondence:** Christmas Cards from the MLA were distributed. A thank-you card from the Library staff was distributed.

**Round Table:** S. Beckett expressed her thanks to M. Preston and K. Scriven for expanding the outreach service to seniors.

**17-01-07 MOTION:** A. Baker moved to go in-camera. Seconded S. Beckett. **CARRIED.**

**17-01-08 MOTION:** M. Sampson moved to move out of In Camera. Seconded: S. Beckett. **CARRIED.**

**MEETING ADJOURNED: 8:31pm**

**DATE OF NEXT MEETING: Thursday, February 23<sup>rd</sup>, 2017 at 6:30 pm.**

  
Chair: B. Millard

  
Vice Chair: M. Sampson

**ACTION: M. Preston to send B. Millard relevant information regarding compensation rates from Marigold**

