

**Canmore Library Board Minutes  
Regular Meeting on Thursday, May 24, 2018**

**CALL TO ORDER: 6:30p.m.**

**In Attendance:** A. Baker, K. Marra, P. McKeown, A. Metikosh, B. Millard, S. Ostashewski, M. Poznansky, M. Sampson, J. Smith, M. Preston, T. Madge

**Chaired by:** B. Millard

**WELCOME AND OPENING REMARKS**

B. Millard expressed her appreciation of being able to attend the Alberta Library Conference.

**Library Snapshot:** P. Marois gave an overview of the Francophone programs which have been offered at the Library.

**18-05-01 MOTION:** K. Marra moved to accept the agenda. Seconded: M. Sampson. **CARRIED.**

**18-05-02 MOTION:** A. Metikosh moved to accept the minutes from the April 2018 meeting. Seconded: S. Ostashewski. **CARRIED.**

**18-05-03 MOTION:** M. Poznansky moved to approve the consent agenda. Seconded: J. Smith. **CARRIED.**

**LIBRARY REPORTS & CONTINUING BUSINESS**

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

**Alberta Library Conference:** B. Millard and S. Ostashewski discussed highlights and their favorite sessions.

**Strategic Plan:**

M. Poznansky reported on the current state of the Strategic plan. The staff survey has received 15 replies and a potential facilitator is being investigated. Potential dates and times for the session were discussed.

**ACTION:** M. Poznansky will send out a Doodle poll to determine a date for the strategic planning session.

**NEW BUSINESS**

**Library Staff Employment Policy:**

**18-05-04 MOTION:** M. Sampson moved to accept the Library Staff Employment Policy as amended. Seconded: A. Metikosh. **CARRIED.**

**Paid and Unpaid Leave Policy:** This policy will be brought forth at the June meeting.

**FINANCIAL UPDATE**

The April 2018 financials were reviewed and accepted as informational items. The full amount of the 2017 GST Rebate was received.

**COUNCIL UPDATE**

A pre-budget meeting with the Library and the Town council is set for May 25<sup>th</sup> 2018. A "Buy One, Gift One" membership idea was discussed.

**OTHER REPORTS****Committee Reports**

**Risk Management:** J. Smith presented different ways to assess and measure "people risk factors". The Board discussed potential metrics they would like to include in the risk management. M. Sampson discussed the practicality of including catastrophic risk assessment in the risk management plan.

**Advocacy committee:** The June 12<sup>th</sup> Council presentation with Michelle Toombs was discussed.

**Friends of the Library:** The Friends Executive meeting was held on Thursday, April 26<sup>th</sup> and was attended by A. Metikosh. It was suggested that a Board member should make an effort to go to the executive meetings on a regular basis. The Friends would like further details on the Board's Capital Plan before the AGM in September. The next book sale is August 16-18<sup>th</sup>. The next Marigold meeting is in August.

**ACTION:** A. Baker and S. Scherer will meet to discuss the Library's capital plan and ideas for fundraising.

**ACTION:** J. Smith will invite members of the Friends executive to come to the Board Meetings.

**CORRESPONDENCE:**

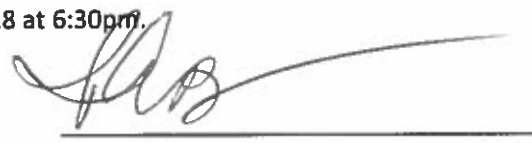
The April 2018 Marigold report was sent electronically.

**MEETING ADJOURNED** by B. Millard at 8:10p.m.

**DATE OF NEXT MEETING:** Thursday, June 28th, 2018 at 6:30pm.



Chair: B. Millard



Vice Chair: A. Baker

**ACTION:** M. Poznansky will send out a Doodle poll to determine a date for the strategic planning session.

**ACTION:** A. Baker and S. Scherer will meet to discuss the Library's capital plan and ideas for fundraising.

**ACTION:** J. Smith will invite members of the Friends executive to come to the Board Meetings.