

**Canmore Library Board Minutes  
Regular Meeting on Thursday, October 25, 2018**

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

**In Attendance:** D. Allan, A. Baker, K. Marra, P. McKeown, A. Metikosh, S. Ostashewski, M. Poznansky, M. Sampson, M. Preston, T. Madge

**Absent:** W. Fung, B. Millard, T. Mullen, J. Smith

**Chaired by:** A. Baker

**WELCOME & OPENING REMARKS**

**Library Snapshot:** A. Hiller gave an overview of volunteers and volunteering at the Library.

**18-10-01 MOTION:** K. Marra moved to accept the agenda as circulated. Seconded: A. Metikosh.  
**CARRIED.**

**18-10-02 MOTION:** A. Metikosh moved to approve the September 2018 minutes. Seconded:  
M. Sampson. **CARRIED.**

**LIBRARY REPORTS & CONTINUING BUSINESS**

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

**Public Libraries Service Branch: Updated Best Practices for Alberta Public Libraries:** M. Preston presented a summary of how the Canmore Public Library is currently performing in relation to the updated guidelines. The Board is responsible for determining at what level they would like the Library to perform at for all criteria.

**NEW BUSINESS**

**Endowment Fund:** A. Baker gave an overview and entertained questions regarding the current state of the Endowment Fund. A. Baker will discuss the endowment fund with the Friends of the Library. A reception for the Banff Canmore Community Foundation will be held on November 14<sup>th</sup> from 5:00-7:00pm at Creekside Villa (709 Benchlands Trail) if any Board Members would like to attend.

**18-10-03 MOTION:** A. Baker moved to create a Canmore Public Library Endowment Fund, to be held by Banff Canmore Community Foundation; upon successful completion of a fund agreement and written commitment from the Town of Canmore that grant funds will be unaffected by the creation of an endowment. Seconded: P. McKeown.  
**CARRIED.**

**New Board Members:** D. Allan, T. Mullen, W. Fung, and A. Metikosh have been appointed to the Library Board. New members who have not previously attended a meeting will be introduced at the November meeting. Board members are reminded to think about the committees that they would like to be part of in the new year.

**FINANCIAL UPDATE**

The September 2018 financial statements were presented to the Board as information.

**COUNCIL UPDATE**

K. Marra discussed the current concerns of Council. Budget meetings start next week and a final budget is anticipated to be created by mid-December. M. Preston shared an email received from S. Caudill regarding the Library's budget request and it is hoped that Library representative will be able to speak to the Council at their November 13<sup>th</sup> meeting.

**ACTION: M. Preston will respond to S. Caudill's email indicating that a Library Board representative would be interested in attending the Council-as-a-whole Meeting to address the Library's budget request.**

**OTHER REPORTS**

**Strategic Planning Committee:** 2019 is a good year to start looking at how Library fees and fundraising are being handled.

**Friends of the Library:** The next book sale is November 16<sup>th</sup> to 18<sup>th</sup>. The Friends AGM has been rescheduled for Monday, October 29<sup>th</sup> at 7:00pm in the Meeting Room.

**CORRESPONDENCE**

Marigold Report August 2018: As circulated.

Call for nominations Minister's Awards for Excellence in Public Library Service: The I-Write program is a possible program that could be nominated.

Marigold Newsletter: As circulated.

**ROUND TABLE**

M. Sampson expressed her appreciation of being part of the Board for the last three years. M. Sampson and P. McKeown were thanked for their contribution and commitment to the Library.

The Volunteer Appreciation party will be held on November 23<sup>rd</sup> and all Board Members are encouraged to attend.

**MEETING ADJOURNED** by A. Baker at 7:48pm.

**DATE OF NEXT REGULAR MEETING:** Thursday, November 22, 2018 at 6:30p.m. in the Library Meeting Room



Vice -Chair: A. Baker



Correspondence Secretary: A. Metikosh

**ACTION: M. Preston will respond to S. Caudill's email indicating that a Library Representative would be willing to attend the Council-as-a-whole Meeting.**