Canmore Library Board Minutes Regular Meeting on Thursday, June 22, 2023

CALL TO ORDER: 6:32pm

In Attendance: G. Carling, W. Fung*, J. MacAulay*, D. Saunderson*, K. Marra, N, Miles*, R. Yeager*,

S. Al-Abbasi*, M. Preston, A. Hiller* (*via Zoom)

Guests: K. Husdal, A. Morgan

Absent: D. Balmain, V. Domingo

Chaired by: G. Carling

WELCOME & OPENING REMARKS

G. Carling called the meeting to order and introduced the Land Acknowledgement video on the CPL website. M. Preston shared that the video was put together by a library staff member and that it is also on the Canmore Public Library YouTube Channel.

M. Preston made an addition to the Agenda in Correspondence: an email from the PLSB and a letter from the Minister of Municipal Affairs, Ric McIver.

23-06-01 MOTION: J. MacAulay moved to accept the agenda as amended. 2nd K. Marra. CARRIED

23-06-02 MOTION: D. Saunderson moved to accept the Minutes from the April 20, 2023, meeting as amended. 2nd J. MacAulay. **CARRIED.**

LIBRARY SNAPSHOT:

Summer Reading Program

K. Husdal and A. Morgan gave an overview of the Library's 2023 Summer Reading Game

LIBRARY REPORTS & CONTINUING BUSINESS

Library Director's Report (as submitted): M. Preston entertained questions from the Board regarding the May and June monthly reports.

A brief discussion was had regarding the provincial government using 2019 census data.

Highlights: The Folk Festival is on August 5-7, 2023, and Board Members are encouraged to volunteer at the library's display booth. Board members that are interested in volunteering can contact M. Preston and a shift can be scheduled.

The Chamber of Commerce is continuing the partnership with the library and has provided another complimentary membership.

The library, in partnership with the Safe Park Program, will be offering library cards to safe park members.

Strategic Plan (as submitted):

Committee Members: D. Balmain, D. Saunderson, G. Carling, N., Miles, R. Yeager, M. Preston (A. Hiller attended some of the meetings.)

D. Saunderson provided a comprehensive description of the strategic plan process to date. The Strategic Plan and the Plan of Service are being combined into one document. There was strong community engagement and input which provided the foundation for the plan. The plan is visionary and calls upon Canmore Library to be proactive and anticipate community needs going forward. The plan is brief and concise, and the library staff can now begin building actions around the goals. Discussion was had and there was consensus that the Board members are pleased, and the plan is a good one.

2023-06-03 MOTION: D. Saunderson moved to accept the Strategic Plan as presented. 2nd S. Al-Abbasi. **CARRIED**

NEW BUSINESS:

Policy Updates

4.7 Paid and Unpaid Leave

W. Fung presented updates made to the policy noting that the dates for the review have been changed and will be kept to four years. The wording has been changed to include the election act.

2023-06-04 MOTION: W. Fung moved to accept the changes to policy 4.7 as presented. 2nd J. MacAulay. CARRIED

OTHER REPORTS

Committee Reports:

Board Development: the committee is looking for suggestions of potential new board members for any upcoming openings in the Fall. It was noted that the Public Library Services Branch (PLSB) has some upcoming Board Development webinars that may be useful to attend.

ACTION: G. Carling will be contacting any Board members with terms expiring this Fall to determine whether they plan to reapply.

Endowment Fund Working Group: The Library Endowment Fund has grown in value since the last update. The Board will be invited to participate in an investment review and more information will be shared about this in July. The Endowment Group is working to improve the online campaign to raise money for next year. The slogan or theme will be: Our Community, Our Library. The champions for the campaign have not been selected yet but may possibly be front line workers.

Friends of the Library: The next book sale is August 17-20. Book donations are welcome.

Marigold: J. MacAulay presented the report as written.

Council Update: K. Marra shared about her tour of the Toronto Public Library and commented that Canmore Public Library compares quite well and offers everything that the big libraries do. The Emergency Preparedness procedures from the Town have been updated and Elevation Place a clean, cool air space for the public to shelter in if needed. The Town will update the Library about these plans. The Voyent Alert program is accessible on the Town website and there is a sign-up form to participate and receive emergency alerts for the Bow Valley. The recent water restriction was a pressure issue, and the Town was never in any danger or lack of water.

FINANCIAL UPDATE

M. Preston presented the May and June 2023 financials as information.

CORRESPONDENCE:

Marigold May and June Newsletters (sent electronically)
2022 Marigold Value of Your Investment as presented.
Indigenous Services Report from R. Reid as submitted.
Collection Insurance Coverage as submitted.
Marigold Letter from the Minister of Municipal Affairs as submitted.

ROUND TABLE:

There will be a meeting in August to discuss the budget. Notices to come.

2023-06-05 MOTION: G. Carling moved to adjourn the meeting. 2nd by K. Marra. CARRIED

Meeting adjourned at 7:40pm.

Date of budget review meeting: Thursday, August 24th, 2023, at 6:30pm.

Date of next regular meeting: Thursday, September 28th, 2023, at 6:30pm.

ACTIONS:

G. Carling will be contacting any Board members with terms expiring this Fall to determine whether they plan to reapply.

Vice Chair: S. Al-Abbasi

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