

Canmore Library Board Minutes
Regular Meeting on Thursday, March 24th, 2022

CALL TO ORDER: 6:34pm

In Attendance: S. Al-Abbasi, G. Carling, V. Domingo, W. Fung, D. Balmain, J. MacAulay, K. Marra, M. Preston, T. Madge, L. Korsbrek

Chaired by: G. Carling

Absent: A. Baker, E. Lyster, K. Wahl

WELCOME & OPENING REMARKS

G. Carling directed the Board's attention to the Land Acknowledgement on the back of the agenda.

Library snapshot: M. Preston and T. Madge discussed the Library's PR schedule. The Library's monthly goals will be reviewed each month in the Library Director's report. Opportunities for Board support and engagement will be communicated as they develop.

22-03-01 MOTION: K. Marra moved to accept the agenda as amended. Seconded: J. MacAulay.
CARRIED.

22-03-02 MOTION: V. Domingo moved to accept the minutes of the February 24th, 2022 meeting as amended. Seconded: S. Al-Abbasi. **CARRIED.**

LIBRARY REPORTS & CONTINUING BUSINESS

Library Director's Report (as submitted): M. Preston entertained questions from the Board regarding the monthly report. In-house programs and outreach have resumed. "Francophonie" is the Library theme for March. Changes in staff and service providers were discussed. The public computer use statistics were discussed.

Annual Report: The 2021 Year in Review Infographic link was circulated via email.

L. Korsbrek was introduced and expressed her appreciation for the closer relationship between the Library Board and the Friends of the Library.

Marigold Workshop: Early bird registration ends April 18th. M. Preston would like to have all attending staff and Board members registered by then. Board members who are interested in attending should contact M. Preston as soon as possible.

22-03-03 MOTION: W. Fung moved to close the library on May 11th to allow staff to attend the Marigold conference. Seconded: S. Al-Abbasi. **CARRIED.**

NEW BUSINESS

Policy Review/Update:

The Gifts & Donations Policy, the Extra-ordinary Spending Policy and the WFH (Work From Home) Guidelines will be brought forward at the April meeting.

FINANCIAL UPDATE

The January and February 2022 financials were presented as information. The 2021 Audit is underway and is proceeding well. The Auditors will present to the Board at the April meeting. The Audit and Finance Committee discussed maternity benefits, emergency pay, exceptional gifts, and donations for programs that are not currently in existence. The future of the Endowment Fund was discussed.

OTHER REPORTS

Committee Reports:

Strategic Committee: D. Balmain reported that the Strategic Planning Committee met on March 10th. Items discussed included finding metrics to measure the current strategic plan goals, the upcoming community review for the Plan of Service and communication regarding donations and the endowment fund. A sub-committee comprised of M. Preston, T. Madge, D. Balmain and K. Marra will work on the community input to the Plan of Service update.

Evaluation Committee: The 2022 evaluation process will begin in April with a Board feedback session facilitated by M. Poznansky. The Evaluation Committee will meet beforehand to prepare.

Friends of the Library: The next Friends Book Sale is scheduled to take place April 20th to 23rd. Special Library tours were discussed as well as the possibility of Board members taking a shift during the book sale. The Friends Speaker Series is hoping to return in September.

Marigold: The next Marigold meeting is scheduled for April.

Endowment Fund: The Endowment Fund Working Group met on March 1st. The 2021 Year end shows the fund is over \$135,000. A fund-raising campaign is being planned for November/December. Themes for the campaign were discussed.

COUNCIL UPDATE

S. MacKay is filling in as the acting general manager for the Town. Bylaw Services have changed their name to Municipal Enforcement. Starting April 4th Canmore residents can register for resident parking passes. Council is planning to add a new transit route up to Quarry lake. Council completed a full day of Truth & Reconciliation training.

CORRESPONDENCE

Marigold March Newsletter (sent electronically)
ALT newsletter

22-03-04 MOTION: G. Carling moved to go into in-camera session. Seconded: J. MacAulay. **CARRIED.**

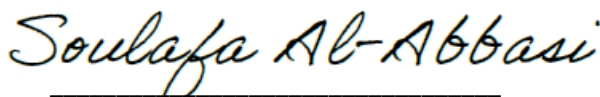
22-03-05 MOTION: K. Marra moved to go out of in-camera session. Seconded: S. Al-Abbasi. **CARRIED.**

Meeting adjourned at 8:10pm.

Date of next regular meeting: Thursday, April 28th, 2022 at 6:30pm



Chair: G. Carling



Vice-Chair: S. Al-Abbasi

ACTIONS: