

**NAN BOOTHBY MEMORIAL LIBRARY
MINUTES OF LIBRARY BOARD MEETING
February 21, 2002**

PRESENT:

Cheryl Sevens, Acting Chair
Alex Cathcart, Treasurer
Ann Pedersen, Secretary
Troy Adams

Murray Mitchell, Trustée
Jack Tennant, Trustee
Adrian Dalwood, Librarian
Judy Stewart, Town Representative

CALL TO ORDER: The meeting was called to order at 7:00 p.m.

AGENDA:

Agenda was approved as amended:

- a) Item 4 c) was added to Item 8 F); Item 4 e) was tabled until next month; Items 8 a) and 8 g) were changed to In Camera.

Stewart/Cathcart
Carried
2002/12

ADOPTION OF MINUTES OF January 17, 2002

MOTION: that the Minutes of January 17, 2002 be approved.

Stewart/Cathcart
Carried
2002/13

BUSINESS ARISING FROM THE MINUTES:

a) Letter was received from Jim Anderson, Town of Cochrane re Handicapped Parking Stall. The stall is too narrow and will be widened as soon as weather permits.

b) Alex will attend the Library Conference in Jasper. Penny's expenses, i.e. 2 nights and three days and travel expenses will be paid.

c) Children's room will be officially named "The West Corral" at the March 2nd Tea for former Board members being hosted by the Friends of the Library. Sign has been ordered.

REPORTS:

FINANCIAL: Motion: that the Financial Report be accepted as distributed.

Cathcart/Mitchell
Carried
2002/14

LIBRARIAN:

The Town will be approached to see if their insurance covers damage to soffits. A second quotation for repairs will be requested, to be presented at the next Board meeting.

Reports: continued

FRIENDS OF THE LIBRARY:

The spring book and plant sale will include craft tables. Will look into coordinating advertising at United Church Plant sale.

NEW BUSINESS

- a) Sunday opening and staffing of same was discussed. Adrian was asked to present a Personnel Plan at the next Board meeting.

MOTION: that the Library be open Sunday Afternoons.

Cathcart/Adams
Carried
2002/15

- b) Resignation of Samantha-jane Mugridge was accepted.

- c) Letter to be sent to the Town re advertising for three positions.

- d) The following Committees were struck to cover all aspects of running the Library:

- 1. Executive: Chair: Cheryl Sevrens, Treasurer: Alex Cathcart; Secretary: Ann Pedersen
- 2. Audit/Finance: Chair: Alex Cathcart; Troy Adams
- 3. Policy/Procedures: Chair: Ann Pedersen, Judy Stewart; Cheryl Sevrens
- 4. Marketing (Fund Raising & PR): Chair: Jack Tennant, Ann Gordanier
- 5. Building (Operations & Safety): Chair: Judy Stewart; Cheryl Sevrens
- 6. Collection Development All members
- 7. Planing (Books & Materials): Chair: Murray Mitchell, Troy Adams, Alex Cathcart, Judy Stewart

MOTION: that the above committees be formed

Cathcart/Adams
Carried
2002/16

Adrian was asked to contact Pat McNamee, of Community Development, to attend the April Board Meeting.

- e) Alex will contact the Stockmen re WHC collection. Since the collection is stored in climate controlled conditions, it probably would not be feasible to move it to the library.

Cochrane Youth Festival wishes to store trophies in the Library. This will be investigated.

Canadiana Research collection to be developed by Jack and Adrian. Troy will create a scoping document. 2003 Birthday - items can be stored in Library. Jack will handle this.

OTHER:

MOTION: that a coke machine not be installed in the Library.

Tennant/Mitchell
Carried
2002/1

Items 8 a) and 8 c) to be discussed in camera.

The meeting adjourned at 9:55 p.m.

The next meeting of the Board will be February 28, 2002 at 7 p.m. in the Library Board Room.

CHAIRMAN

DATE

In Camera Session - Offer from Union re Paula Grewar

Offer from Paula via the Union was discussed. She wants her job back, will be flexible on back pay and will attend crisis counseling with staff and board members to ease her return.

Vote taken on the above offer - Six Against
One undecided
One vote for

In Camera Session - Continued on February 28, 2002 at 7:00 p.m. - Union Agreement
Attendees: Cheryl, Ann, Alex, Murray, Adrian

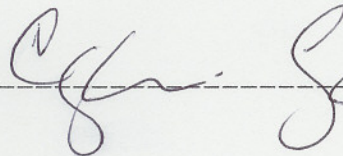
Union Agreement - was discussed item by item

MOTION: that the Union Agreement be accepted.

Cathcart/Mitchell
Carried
2002/18

The meeting adjourned at 8:30 p.m

The next meeting of the Board will be March 21, 2002 in the Library Board Room

Chair  Date 