

OCTOBER 16, 2003 – MINUTES
NAN BOOTHBY MEMORIAL LIBRARY

PRESENT

Maura Maguire – Chairperson
Troy Adams – Treasurer
Lesley Morasch – Secretary
Dick Broatch – Trustee
Murray Mitchell – Trustee
Adrian Dalwood - Librarian

ABSENT

Jack Tennant – Vice Chairperson
Truper McBride – Trustee, Town

1. Call to order – 1905 hrs.
2. Approval of the agenda –
MOTION: Troy
SECOND: Dick
ALL IN FAVOUR
3. Adoption of minutes –
MOTION: Troy
SECOND: Dick
ALL IN FAVOUR
4. BUSINESS ARISING FROM THE MINUTES:
 - a) Confirmation that Calgary is on the Marigold System – Adrian Dalwood

They are on the TAL Card which would enable anyone on the Marigold System to access their books, tapes etc.
 - b) Thoughts on how to Save the “Friends”.
 - Adrian has made mention in the papers
 - WEBSITE – running message
 - book marks with “Become a Member of the Friends”

Adrian will attend the next meeting of the Friends and let them know of what has been done.
The Friends will be have a book sale on Oct. 24 and 25, Dick Broatch will arrange for some volunteers.

MOTION: To pay for half of the Pitas for the volunteers – Murray
SECOND: Lesley
ALL IN FAVOUR

5. NEW BUSINESS

- a) Volunteer and staff appreciation Christmas functions – Adrian Dalwood.

Adrian suggested that the volunteer and staff appreciation function for this year be a brunch held on January 04, 2003 at the Gleneagles Golf Facility, from 1100-1400 hrs. The cost for the room would be \$250.00 and \$15.00 per person for the meal. The approximate cost would be \$1,000.00. Adrian had also enquired at Nakoda Lodge and it would be a cost of approximately \$1,200.00. It was decided to have the event at Gleneagles because of the possible likelihood of inclement weather and the cost was less.

MOTION: Combine the Christmas Party and Volunteer Appreciation by having a brunch at Gleneagles Golf Facility with the approximate cost being between \$1,000.00 and \$1,250.00.
Murray

SECOND: Troy
ALL IN FAVOUR

Adrian will advise of the arrangements.

- b) Potential New Board Members Greet and Meet – Maura Mcguire

Penny Arneson introduced herself as an avid reader and has worked in a library setting before. She believes that the library is an essential part of the community and would like to help the readership grow by attracting new members. She will be committed to the library and its preservation. Penny has shown interest in offering her assistance to the Library Board.

John Calhoun introduced himself to the Board. He just moved to Cochrane in August of this year. He has had 10 years previous Board experience with the Loveland Public Library in the United States. John would like to become a Board member and help with the fund raising. He wants to give to the community he lives in.

6. REPORTS

- a) Treasurers Report – Troy Adams

The Province of Alberta has come through with their grant to the Library in the sum of \$51,700.00. That was \$6,000.00 more than expected.

The statement of Fund Balance

Assets	\$ 40,016.10
Liabilities	3,265.83
Capital	\$103,870.03

See the posted Treasurers Report where posted for more details.

MOTION: To accept the Treasurers Report – Murray
SECOND: Dick Broatch
ALL IN FAVOUR

b) Strategic Planning Report – Troy Adams

Troy suggested that Maura, Adrian and himself present to the Town the Library's Budget and Strategic Plan. Troy stated that the budget needs to be updated with the new total of the Province of Alberta Grant and will send this updated version to the Town.

MOTION: Strategic Plan to be accepted – Murray
SECOND: Dick
ALL IN FAVOUR

- c) Collection Committee – Murray Mitchell - none
- d) Building Committee – Adrian Dalwood - none
- e) Librarian's Report – Adrian Dalwood

The October Party expects to be a great success with a magician and costumes.
See the Librarian's Report where posted.

The Friends will be having a used book sale October 24th and 25th. The Cochrane Crafters will be setting up tables every Saturday. Computer One on One will now include Saturday classes.

4300 people completed the Library Survey and the results are posted with the Librarian's Report.

- f) Friends Report – Dick Broatch – none.
- g) Fund Raising Report – Jack Tennant – none.
- h) Town Report – Truper McBride – none.

7. CORRESPONDENCE

Maura Maguire informed the Board of the Grant from the Minister of Community Development.

MOTION: To move to In Camera at 2055 hrs – Troy Adams
SECOND: Murray Mitchell
ALL IN FAVOUR

MOTION: To move out of Camera at 2145 hrs – Troy Adams
SECOND: Murray Mitchell
ALL IN FAVOUR

8. ADJOURNMENT – 2145 HRS.