



**The Town of Cochrane Library Board
Board Meeting Agenda
May 16, 2023 @ 7:00pm**

Attendance: Cyndie Baum, James Foran, Kirsten Senz, Christopher Gillespie
Guest - Mike

1. Call to Order – 19:00
2. Agenda Approval
 - 2.1 Additions to Agenda
 - 2.2 Approval of Agenda
– ***Moved Kirsten Senz, Seconded Christopher Gillespie– Carried***
3. Minutes Approval from Last Meeting
 - 3.1 Approval of Minutes from March 28, 2023
– ***Moved James Foran, Seconded Kirsten Senz – Carried***
4. Items for information
 - 4.1 Draft Plan of Service 2024-2026
 - 4.2 Correspondence: Rocky View County 2023 Increase Letter
 - 4.3 Correspondence: CPL Letter to RVC Council & Administration
 - 4.4 Marigold Library System: 2022 Annual Report
 - 4.5 Marigold Library System: 2023-25 Plan of Service
 - 4.6 Marigold Library System: 2022 Value of Your Investment
5. New Business
 - 5.1 Marigold Regional Library System Update
– **Christopher delivered a brief report from the Marigold meeting. He noted, in particular, that the Library Board and Town contributed about 350k in 2022 to Marigold and received over \$2 million in value from our membership.**
 - 5.2 Rocky View County Increase
– **Increase from Rocky View County to around 20k, incredibly grateful, excited to present to them in July.**
6. Business Arising from the Minutes
 - 6.1 Town of Cochrane ClubHouse Proposal
– **Had our proposal to put a Children’s Library into the Town’s ClubHouse presented to Council. There was definitely support from some council members and other councillors appear to want to look at other options. Thanks to Board Members who attended to support the presentation by Monique and a special thanks to Monique for the preparation and quality of presentation.**



- 6.2 Friends of the Library Book Sale Update
- **New Friends of the Library – raised over 5k, learned a lot about how they want to proceed in the future. Monique attended for part of the Friday and the Saturday. We had requested \$5k from them this year, this appears possible and such donations will be going towards technology updates.**
- 6.3 Advocacy Subcommittee Update
- **Looking for opportunities like Rocky View and going in front of Council at this point. Need to show off the great work Monique and the rest of the staff are doing.**
- 6.4 Plan of Service 2024-2026 Update
- **In draft form. Would like Barb Peterson to take this across the finish line. Monique to approach Barb about finishing the Plan of Service for our June Meeting**

- ***Motion to hire Barb Peterson to finish the Plan of Service – Moved Cyndie Baum, Seconded Kirsten Senz – Carried***
- 6.5 CUPE 1169 Bargaining Update
- **Respectful and courteous bargaining, there is a number of points agreed to at this stage and discussion about one outstanding article being resolved May 16th, they are going to bring it to the staff for next steps. It was great bargaining and excited to continue working with the Union. Thanks to Monique and Kirsten for their work on the bargaining.**
- 6.6 Outstanding Action Items
- **Monique to follow-up with the Town about the Safety and Use Bylaws and terms of Reference – requesting that Council to approve them.**
- **Fire Department did our inspection, there was a pass, a few things left to fix. Space will be setup in the basement for staff to do professional development and some limited storage space for the Friends of the Library to take donations away every month. Fire Dept reviewing our emergency response plan and hosting a fire drill in the summer.**

7. Reports

- 7.1 Library Director Report
- **Carmen started May 15th as our new Program and Engagement Coordinator**
- **Received conditional approval for Young Canada Works – they will be getting how much to Monique later this week.**
- **Received funding for Book Club on the Go Kits**
- **Hired a shelver starting May 23rd**



- 7.2 Finance Committee Report
- Rocky View increase and provincial increase in funds
 - Rocky View funds will need to be assigned in the future, likely in Sept / Oct when we receive the funds
 - Grant revenue keeps going up – it's up over 3x what we originally budgeted for
 - Monique and her team continues to do a fantastic job in bringing in grant funding
 - Expenses are on track – the one piece we are uncertain about is professional fees, such as the Audit which is still unfinished and is going more in-depth than anticipated. Everything else is on track and within budget.
- *Moved to approve the Library Director and Finance Committee Reports – Christopher Gillespie, Seconded Kirsten Senz, Carried*

- 7.3 Legal
- 7.3.1 In Camera
- Reminded we have a budget item for professional fees.

8. Public Question Period
9. Next Meeting & Adjournment

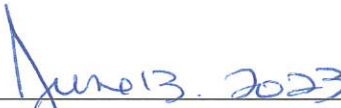
Next meeting is June 13, 2023 before the summer break. September meeting date will be chosen in June.

Adjourned at 19:30

Minutes approved by:



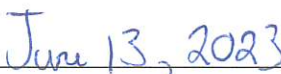
Cyndie Baum – Chair



Date



Monique Fiedler-Sills – Library Director



Date

