



**The Town of Cochrane Library Board  
Board Meeting Minutes  
Nov 14, 2023 @ 7:00pm**

1. Call to Order – 19:00  
Cyndie welcomed Councillor Patrick Wilson to our Board, replacing Councillor Morgan Nagel.
2. Agenda Approval
  - 2.2 Approval of Agenda  
- **Moved Kirsten Senz - Carried**
3. Minutes Approval from Last Meeting
  - 3.1 Approval of Minutes from Oct 17, 2023  
- **Moved James Foran, Seconded Rhonda Newman – Carried**
4. Items for information
  - 4.1 Correspondence: Minister's Awards for Municipal and Public Library Excellence
  - 4.2 Canadian Urban Institute's *Overdue: The Case for Canada's Public Libraries*
5. New Business
  - 5.1 Library Vehicle  
Toyota Canada has launched a "Cars for Good" campaign to aid Local Toyota Dealerships as they support initiatives in their communities. Cochrane Toyota has offered to partner with Toyota Canada to provide Cochrane Public Library with an electric RAV 4 to aid in transporting programing, materials, and books to sites in their area of reach. Cochrane Toyota will cover the cost of a one-year lease, all maintenance, winter tires and the cost of the decal for the car. The board just needs to obtain insurance.  
Action Items: - Rhonda will look into insurance options.  
- Monique will get a summary of the existing costs for vehicles. (extra personal insurance, maintenance, personnel, mileage)  
- Cyndie to continue to pursue the option of insurance under the Town's policy.  
  
**Motion:** That the Board approve the acceptance of this lease donation pending our ability to obtain insurance at a reasonable cost (under \$5000). If insurance exceeds this number, it will be reviewed by the Board via an email motion.  
- **Moved Cyndie Baum, Seconded Rhonda Newman - Carried**
6. Business Arising from the Minutes
  - 6.1 Draft Budget Advocacy



The Library Board has reviewed the Town's draft budget for the coming fiscal year. The amount allocated does not meet the Library's minimum required amount to maintain service levels and act on the Plan of Service. The Board is going to pursue advocacy with council members to avoid cutting back programming or services.

**Action item:** Rhonda and Cyndie will set up meetings with Councillors Flowers, Reed, Fedeyko and McFadden before November 23.

- 6.2 Board Member Recruitment Update  
**Personnel Committee has brought forward three names for Council to approve as members of the Library Board. All other applicants will be encouraged to look at Board opportunities with the "Friends of the Library".**

***Motion* to present these three names to the Town for appointment – moved Cyndie Baum, Seconded James Foran – Carried**

**Action items:** - Cyndie will contact all applicants  
- Monique will forward the names to the Town as soon as the positions have been accepted.

- 6.3 Staff Christmas Party

**Staff Christmas Party will be January 5<sup>th</sup>. Details to follow.**

- 6.4 Safety and Use Bylaws and Terms of Reference Update

**Still waiting to hear back from the Town on our Safety and Use Bylaws and Terms of Reference Update. If we have not heard back from the Town by the New Year, Monique will follow-up with the town's administration.**

- 6.5 Outstanding Action Items

7. Reports

- 7.1 Library Director Report  
7.2 Finance Committee Report  
7.2.1 Proposed Operational Budget 2024-2026 Update

***Motion* to approve both the Library Director Report and Finance Committee Report  
– Moved Christopher Gillespie, Seconded Kirsten Senz - Carried**



8. Public Question Period
9. Next Meeting & Adjournment

**Next Meeting** – AGM and meeting will be January 9, 2024.

**Meeting adjourned at 19:47.**

Minutes approved by:

Cyndie Baum – Chair

Date

Monique Fiedler-Sills – Library Director

Date

