

MINUTES

Town of Cochrane Library Board

Tuesday, April 19, 2016

Trustees Present

Joan Urschel
Dawn Thome
Gail Shandro (remote)
Susan Brauss
Ian McCulloch

Staff Present

Jeri Maitland – Director

Guests

None

Absent

Gaynor Levisky

Public

None

1. Call to Order

The meeting was called to order by the Chairman at 7:31 pm

2. Agenda Approval

2.1 Additions

6.2 Approval of the Annual Report
6.3 IT Technology Plan

2.2 *Motion to approve agenda by Susan Brauss*

Carried

3. Minutes Approval

3.1 *Motion to approve March 12, 2016 minutes by Susan Brauss*

Carried

4. Business Arising from the Minutes

4.1 Mandates for Committees

- Item has been tabled to May meeting

4.2 Library Conference (Jasper) Attendance

- Ian McCulloch, Dawn Thome and Jeri Maitland are attending

5. Reports

5.1 Executive Director Report

- Executive Director provided an update on the reading garden, children's area, and Syrian refugees

Motion to approve the use of Penelope West inheritance funds for the Reading Garden project (email vote, unanimous) by Joan Urschel

Carried

Motion to spend an additional \$2,500.00 on furniture and plants for Reading Garden by Susan Brauss

Carried

Motion to accept the Executive Director report as information by Dawn Thome

Carried

5.2 Financial Report
Motion to accept the Financial Report as information by Susan Brauss Carried

5.3 Personnel Committee Report
-The revision of the wording to the introductory clauses to the Personnel Policy was reviewed.

Motion to accept the Personnel Committee Report as information by Joan Urschel Carried

5.4 Bylaw and Policy Committee Report
-Gail Shandro is working on a first draft of Bylaws and Susan Brauss is working on the Board policies

Motion to accept the Bylaw and Policy Committee Report as information by Susan Brauss Carried

5.5 Strategic Planning Committee Report
-Prior to this meeting, the Board met to review presentation by Dawn Thome and she will email the summary of the meeting

Motion to accept the Strategic Planning Committee Report as information by Joan Urschel Carried

5.6 Marigold Report
No report presented

6. New Business

6.1 Marigold Conference May 11th
-Joan Urschel, Ian McCulloch, Dawn Thome, and Jeri Maitland are attending

Motion to approve Library closure for Staff Professional Development day (email vote, unanimous) at Marigold Conference by Joan Urschel Carried

6.2 Approval of the Annual Report
Motion to approve the 2015 Annual Report by Dawn Thome Carried

6.3 IT Technology Plan
-Ian McCulloch and Jeri Maitland will work with Marigold and provide a 5 year IT Technology Refresh Plan

7. Correspondence

None

8. Public Question Period

None

