

MINUTES

The Town of Cochrane Library Board
Tuesday, November 20, 2018

Trustees Present:

Cyndie Baum – Chairman
Jeff Covey – Vice Chairman
James Foran – Treasurer
Joan Urschel
Dean Rask
Susan Flowers

Staff Present:

Jeri Maitland – Executive Director
Karen Robertshaw – Accounting & HR Manager

Guests Present:

None

Trustees Absent:

None

Public:

None

1. Call to Order

The meeting was called to order by the Chairman at 7:00pm

2. Agenda Approval

2.1 Additions

- 5.1 Budget update
- 5.2 Discussion re: AGM
- 6.4 Personnel Committee Report

2.2 *Motion to approve agenda as amended by Vice Chairman*

Carried

3. Minutes Approval From Last Meeting

3.1 *Motion to approve September 25, 2018 minutes by Dean Rask*

Carried

4. Business Arising From the Minutes

4.1 Update on Expansion of Board

-Chairman informed the Board that Lori Eberhardt has resigned due to personal commitments, and requested nominations for the Vice Chairman position

Motion to nominate Jeff Covey as Vice Chairman by Dean Rask *Carried*

-There were no other nominations and the Vice Chairman was elected in a unanimous vote

-Chairman will inform Town of Lori Eberhardt's resignation and inquire about the advertising related to recruitment of new Board members

4.2 Update on Bus Tour

-The Libraries for the 21st Century tour has been planned for Saturday, November 24th; 25-30 attendees are expected

4.3 Update on Casino

-Due to the ineligibility of the Friends to apply, other options for completing the casino application will be pursued by the Board

5. New Business Items

5.1 Budget Update

-Susan Flowers provided an update on the 2019 budget deliberations and outcome

5.2 Discussion re: AGM

-The Board discussed whether to hold a separate AGM to include elections and year in review discussions; it was decided that these items will be incorporated into the regular January board meeting rather than hold an AGM

6. Reports

6.1 Executive Director Report

-Executive Director highlighted significant changes and events since the last monthly report was sent out and noted upcoming events and changes

6.2 Finance Committee Report

-Treasurer presented the October 2018 financial report

6.3 Marigold Report

-No report

6.4 Personnel Committee Report

-Treasurer presented the Personnel Committee Report on the Executive Director's annual review and summary of feedback from staff 360 survey
-In 2019, the Committee plans to send out the survey in April and provide a summary of results to the Board in June

Motion to accept the Personnel Committee report and the recommendations therein, including salary increment and continued employment by Susan Flowers

Carried

Motion to accept all reports as information by Joan Urschel

Carried

7. Public Question Period

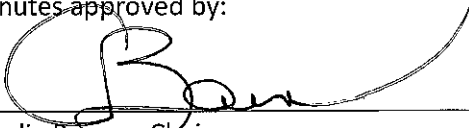
None

8. Next Meeting & Adjournment

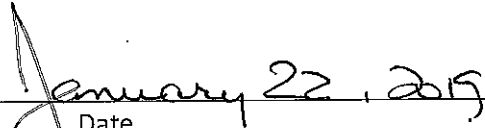
-Next meeting will be Tuesday, January 22, 2019 at 7:00pm

-Meeting was adjourned by the Chairman at 7:52pm

Minutes approved by:



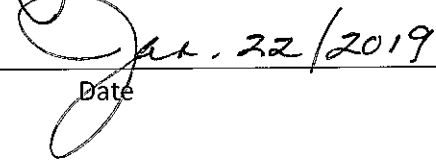
Cyndie Baum - Chairman



Date



Jeri Maitland - Executive Director



Date