

## MINUTES

The Town of Cochrane Library Board

Tuesday, January 22, 2019

### Trustees Present:

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

### Staff Present:

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

### Guests Present:

Elsa Gee – President, CUPE Local 1169  
Gerry Murphy – Town of Cochrane

### Trustees Absent:

Dean Rask

### Public:

None

#### 1. Call to Order

The meeting was called to order by the Chairman at 7:03pm

#### 2. Agenda Approval

2.1 Additions  
None

2.2 *Motion to approve agenda by Treasurer* *Carried*

#### 3. Minutes Approval From Last Meeting

3.1 *Motion to approve November 20, 2018 minutes by Susan Flowers* *Carried*

#### 4. Business Arising From the Minutes

4.1 **Town of Cochrane update (Gerry Murphy)**  
-Gerry Murphy provided the Board with an update on plans for the Tri-Site and will provide further updates related to the Library as they become available

#### 4.2 Election of officers

*Motion to nominate Cyndie Baum as Chairman by Susan Flowers* *Carried*

*Motion to nominate Jeff Covey as Vice Chairman by Treasurer* *Carried*

*Motion to nominate James Foran as Treasurer by Joan Urschel* *Carried*

-There were no other nominations and all nominees were elected in unanimous votes

**4.3 Update on Expansion of Board/recruitment update**

- Chairman provided an update on recruitment of a new board member to fill the current vacancy; the Town of Cochrane is currently accepting applications through its website
- The Board discussed traits that are desired in an applicant including a background in the fields of tech/entrepreneurship/innovation, fundraising experience and/or being well connected in the community; a letter to the editor will be prepared for submission to local newspapers to support recruitment

**5. New Business Items**

**5.1 Approval of 2019 COLA**

*Motion to match the 2019 Cost of Living Adjustment approved by the Town of Cochrane, for all professional salaried staff, effective January 1, 2019 by Treasurer* *Carried*

**5.2 Re-Appointment of Marigold Rep (Susan Roper)**

*Motion to approve the re-appointment of Susan Roper as the Marigold representative on the Town of Cochrane Library Board by Joan Urschel* *Carried*

**5.3 Friends Letter**

- Chairman informed the Board that the Friends of the Nan will be dissolving their society; the Board thanks the Friends of the Nan for their years of volunteer service and many financial contributions to the Library

**6. Reports**

**6.1 Executive Director Report**

- Executive Director referred the Board to the monthly report distributed via email and noted additional upcoming events and changes
- The Alberta Libraries Conference will take place in Jasper April 25-28; Board members are encouraged to consider whether they would like to attend

**6.2 Finance Committee Report**

- Treasurer presented the December 2018 financial report
- The updated 2019 operating budget was presented to the Board at the working meeting prior to the regular meeting

*Motion to approve the updated 2019 operating budget by Treasurer* *Carried*

**6.3 Marigold Report**

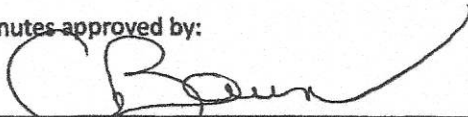
- No report

*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, March 26, 2019 at 7:00pm  
-Meeting was adjourned by the Chairman at 8:21pm

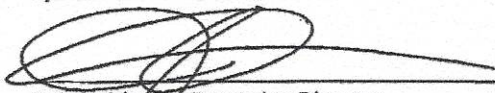
Minutes approved by:

  
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Cyndie Baum - Chairman

March 21, 2019

\_\_\_\_\_ Date

  
\_\_\_\_\_

Jeri Maitland - Executive Director

Mar. 21/2019

\_\_\_\_\_ Date