

MINUTES

The Town of Cochrane Library Board
Tuesday, April 18, 2017

Trustees Present:

Dawn Thome
Gail Shandro
Sue Carpenter-Parnell
Pat Neal
Gaynor Levisky

Staff Present:

Jeri Maitland – Executive Director
Karen Robertshaw – HR Administrator

Guests Present:

None

Trustees Absent:

Joan Urschel

Public:

None

1. Call to Order

The meeting was called to order by the Vice-Chairman at 7:22pm

2. Agenda Approval

2.1 Additions
None

2.2 *Motion to approve agenda by Gaynor Levisky* *Carried*

3. Minutes Approval

3.1 *Motion to approve March 21, 2017 minutes by Gail Shandro* *Carried*

4. Business Arising From The Minutes

4.1 Update on April renovations

-Executive Director gave an update on the status of renovations to the building that are currently underway

4.2 Confirmation of Mission Statement

- Prior to the regular meeting, the Board met to discuss and develop a new Mission Statement

-Motion to adopt the new Mission Statement "Fostering lifelong literacy by promoting enriching programs and services in a dynamic environment" by Pat Neal *Carried*

4.3 Approval of Strategic Plan update for 2017

-Motion to approve the Strategic Plan update for 2017 by Dawn Thome *Carried*

5. Reports

5.1 Executive Director Report

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

- 5.2 **Finance Committee Report**
-Pat Neal referred board members to the March financial report provided
- 5.3 **Personnel Committee Report**
-No report
- 5.4 **Bylaw and Policy Committee Report**
-Gail Shandro reported that the Committee continues work on updated policies to be presented to the Board at the June meeting
- 5.5 **Strategic Planning Committee Report**
-Prior to the meeting, the Board met to review the updated Strategic Plan including discussion of action items for 2017 and who will be involved in moving forward on each item
- 5.6 **Marigold Report**
-No report

Motion to accept all reports as information by Gail Shandro *Carried*

6. New Business Items

- 6.1 **Board Trustee recruitment**
-The Town of Cochrane has been informed of the vacancy on the Board and will be assisting with the recruitment process
- 6.2 **Volunteer appreciation event**
-Board members are invited to attend Town Council on Monday, April 24th for a volunteer appreciation presentation

7. Correspondence

None



8. Public Question Period

None

9. Next Meeting & Adjournment

- Next meeting will be Tuesday, May 16th at 6:30pm
- Meeting was adjourned by the Vice-Chairman at 7:50pm

Minutes approved by:

	<i>May 16, 2017</i>
Dawn Thome - Vice-Chairman	Date
	<i>May 16/17</i>
Jeri Maitland - Executive Director	Date