

MINUTES

The Town of Cochrane Library Board
Tuesday, September 20, 2016

Trustees Present:

Joan Urschel
Ian McCulloch
Gaynor Levisky
Dawn Thome
Susan Brauss

Staff Present:

Jeri Maitland – Executive Director

Guests Present:

Sue Carpenter
Rh'ena Oake – CUPE Rep

Trustees Absent:

Gail Shandro

Public:

None

1. Call to Order

The meeting was called to order by the Chairman at 6:30pm

2. Agenda Approval

2.1 Additions

6.2 DVD & Game Fines
6.3 Minimum Wage

2.2 *Motion to approve agenda as amended by Dawn Thome*

Carried

3. Minutes Approval

3.1 *Motion to approve July 28, 2016 minutes by Dawn Thome*

Carried

4. Business Arising From The Minutes

4.1 Lifecycle plan/insurance/partnership agreement with Town

-Executive Director provided an update on the status of this item
-Gaynor Levisky will ask Suzanne Gaida about the lease agreement

4.2 Board Member recruitment ideas

-Executive Director introduced Sue Carpenter, who has expressed interest in applying for a Board position
-Current Board members will renew their terms, with the exception of Susan Brauss
-An advertisement for new members will be put up on the Town of Cochrane website

5. Reports

5.1 Executive Director Report

-Executive Director referred Board Members to the monthly report that was emailed to all in advance of the meeting and highlighted items that have arisen subsequent to the preparation of that report

5.2 Finance Committee Report

-Treasurer presented the financial report for August 2016

5.3 Personnel Committee Report

-Chairman presented the Committee's report
-Work continues on the significant updates to the Personnel Policies

5.4 Bylaw and Policy Committee Report

-Chairman presented the Committee's report
-A revised set of bylaws and schedules will be brought to the October Board meeting for presentation

5.5 Strategic Planning Committee Report

-Dawn Thome presented the Committee's report
-Work continues on Community Engagement
-FCSS is working on a significant community survey, and Dawn Thome will be invited to this Committee to work on a portion about library services

5.6 Marigold Report

-No report provided

Motion to accept all reports as information by Gaynor Levisky

Carried

6. New Business Items

6.1 Budget 2017 – updates

-Grant proposal and 2017 budget approved by the Board in August has been submitted to the Town of Cochrane
-Presentation of budget to Council will be on November 14th; Joan, Ian and Jeri will present

6.2 DVD & Game Fines

Motion to increase fines on late DVDs and games to \$1.00/day, to a maximum of \$10.00 effective October 1, 2016 by Ian McCulloch

Carried

6.3 Minimum Wage

-Executive Director informed the Board of the increase to Alberta's minimum wage effective October 1, and that Library Pages hourly wage will be adjusted accordingly

7. Correspondence

None

8. Public Question Period

None

9. Next Meeting & Adjournment

-Next meeting will be October 18, 2016 at 6:30pm

-Meeting was adjourned by the Chairman at 8:05pm

Minutes approved by:



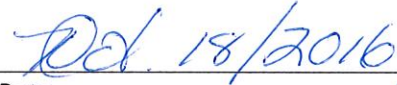
Joan Urschel -- Chairman



Date



Jeri Maitland -- Executive Director



Date