

MINUTES

The Town of Cochrane Library Board
Thursday, July 28, 2016

Trustees Present:

Joan Urschel
Gail Shandro
Ian McCulloch
Gaynor Levisky
Dawn Thome

Staff Present:

Jeri Maitland – Executive Director

Guests Present:

Suzanne Gaida – Town of Cochrane

Trustees Absent:

Susan Brauss

Public:

None

1. Call to Order

The meeting was called to order by the Chairman at 10:00am

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 June 14, 2016 minutes by Gail Shandro* *Carried*

4. Presentation – Suzanne Gaida from Town of Cochrane

-Suzanne Gaida shared tentative plans for a future cultural center in Cochrane and the Board provided feedback regarding the possibility of the library being included in this space

5. Business Arising From The Minutes

5.1 **Branding/logo update**
-The first release of the new logo will be at the Labor Day Parade

5.2 **Lifecycle plan/insurance/partnership agreement with Town**
-This item was tabled to the next board meeting

5.3 **Board Member recruitment ideas**
-The Board discussed running an advertisement in the fall to recruit potential new members

6. Reports

6.1 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 including feedback on Medieval Day

6.2 Finance Committee Report

-Treasurer presented the financial report for June 2016

6.3 Personnel Committee Report

-Motion to approve the report of the Annual Performance Appraisal for the Executive Director for 2015/16, and to approve her salary compensation for 2016/17 as discussed, by Gail Shandro. Carried

6.4 Bylaw and Policy Committee Report

-Gail Shandro informed the Board that the draft bylaws have been sent to Ken Allen at the Public Library Services Branch for his review and feedback

6.5 Strategic Planning Committee Report

-Dawn Thome presented a draft Community Engagement Plan to the Board

6.6 Marigold Report

-No report provided

Motion to accept all reports as information by Dawn Thome

Carried

7. New Business Items

7.1 Budget 2017 – Approval of draft

-The Board reviewed the draft budget presented by Executive Director
-Requested revisions will be made and the draft budget will be emailed to the Board Members in early September for approval

-Subsequent to meeting:

Motion to approve the revised 2017 budget (emailed to Board members August 10, 2016) to be submitted with the 2017 Town of Cochrane grant proposal by Joan Urschel (email vote)

Carried

8. Correspondence

None

9. Public Question Period

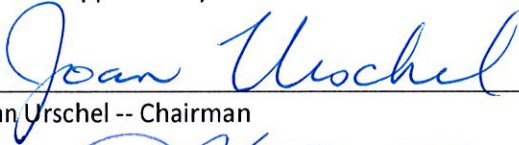
None

10. Next Meeting & Adjournment

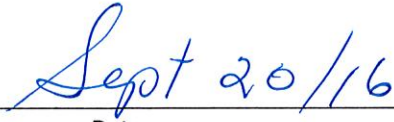
-Next meeting will be September 20, 2016 at 6:30pm

-Meeting was adjourned by the Chairman at 12:15pm

Minutes approved by:




Joan Urschel -- Chairman



Date



Jeri Maitland -- Executive Director



Date