

## MINUTES

The Town of Cochrane Library Board  
Tuesday, April 20, 2021

### Trustees Present:

Cyndie Baum – Chairman  
Jeff Covey – Vice Chairman  
James Foran – Treasurer  
Joan Urschel  
Dean Rask  
Morgan Nagel  
Fred DuVal

### Staff Present:

Karen Robertshaw – Accounting & HR Manager

### Guests Present:

Elsa Gee – President, CUPE Local 1169  
Shaun Pilling – Partner, MNP

### Trustees Absent:

None

### Public:

None

#### 1. Call to Order

The meeting (held via Zoom) was called to order by the Chairman at 7:07pm

#### 2. Agenda Approval

##### 2.1 Additions

4.3 Change item name to Updates from Working Meeting

##### 2.2 *Motion to approve agenda by Cyndie Baum*

*Carried*

#### 3. Minutes Approval From Last Meeting

##### 3.1 *Motion to approve March 16, 2021 minutes by Cyndie Baum*

*Carried*

#### 4. New Business

##### 4.1 Auditor's Report

-Shaun Pilling of MNP presented the audited financial statements and audit findings report for the year ended December 31, 2020

##### 4.2 Approval of Financial Statements and Auditor's Report

*Motion to approve the audited financial statements for the year ended December 31, 2020 by James Foran*

*Carried*

##### 4.3 Updates from working meeting

-During the preceding working meeting, the following items were addressed:  
-The Board discussed a letter of concern received by Town regarding Dr. Seuss titles and Cyndie Baum will prepare a letter summarizing the Board's response  
-The Board discussed and determined that the Library Director shall be the media voice for the Library

**5. Business Arising from the Minutes**

**5.1 Friends update**

-As per update provided by Peter Fortna at preceding working meeting, the new Friends of the Cochrane Public Library Society is now ready to begin recruiting volunteers and Board members. Information will be shared via an upcoming press release, as well as on the new Friends website, the Library website, and all social media  
-Cyndie Baum will check with the Town to see if it can also be shared on the Town's website

**5.2 Outstanding Action Items**

-Current list of outstanding action items from previous meetings was provided; an updated version will be distributed, and further updates will be provided at next meeting  
-Cyndie Baum confirmed that Town Council does not do a land acknowledgment at meetings and explained the reasons; The Board agreed to follow suit with the Town

**6. Reports**

**6.1 Library Director Report**

-In the Library Director's absence, Karen Robertshaw provided a brief update on recent Library activities and statistics

**6.2 Finance Committee Report**

-James Foran, Treasurer, presented the March financial report

*Motion to accept above reports as information by James Foran* *Carried*

**6.3 Personnel Committee Report**

**6.3.1 In Camera (performance review)**

*Motion to go In Camera at 7:44pm by Cyndie Baum* *Carried*

*Motion to leave In Camera at 8:05pm by Cyndie Baum* *Carried*

**6.3.2 Approval of mid-year performance review**

*Motion to approve the Library Director mid-year performance review as presented and discussed during preceding In Camera session by Jeff Covey* *Carried*

**6.4 Marigold Report**

-No report

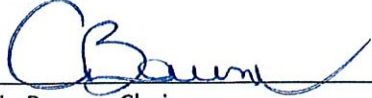
**7. Public Question Period**

None


**8. Next Meeting & Adjournment**

- Next meeting will be Tuesday, June 15, 2021 at 7pm
- Meeting was adjourned by the Chairman at 8:07pm

Minutes approved by:

  
\_\_\_\_\_  
Cyndie Baum – Chairman

May 25, 2021  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jeff Covey – Vice Chairman

May 24, 2021  
\_\_\_\_\_  
Date