

MINUTES

The Town of Cochrane Library Board
Tuesday, June 15, 2021

Trustees Present:

Cyndie Baum – Chairman
Jeff Covey – Vice Chairman
James Foran – Treasurer
Fred DuVal
Joan Urschel

Staff Present:

Andrea Johnston-Head Librarian/Acting Director
Karen Robertshaw-Accounting & HR Manager

Guests Present:

Elsa Gee – President, CUPE Local 1169

Trustees Absent:

Dean Rask
Morgan Nagel

Public:

None

1. Call to Order

The meeting (held via Zoom) was called to order by the Chairman at 7:05pm

2. Agenda Approval

2.1 Additions
None

2.2 *Motion to approve agenda by Jeff Covey* *Carried*

3. Minutes Approval From Last Meeting

3.1 *Motion to approve May 25, 2021 minutes by Jeff Covey* *Carried*

4. New Business

4.1 Re-Opening Plan

-Andrea Johnston provided details regarding the re-opening of the Library to the public on June 10, under the Government of Alberta's Open for Summer plan

4.2 Election Plan

-As discussed during the preceding working meeting, this should be finalized at least one month in advance of election; Cyndie Baum will work with the management team over the summer to develop this plan

4.3 Summary from working meeting

-Motion to form a sub-committee comprising of Cyndie Baum, Joan Urschel and Fred DuVal) to review current Salaried Staff Handbook and Policy 3 and prepare an updated draft in consultation with staff, for presentation to the Board at the September meeting by Cyndie Baum *Carried*

5. Business Arising from the Minutes

5.1 Friends Update

- Andrea Johnston attended and reported on the first official meeting of the new Friends group held June 1; meetings will be on the first Tuesday of each month
- There will be a community contest for the design of a new Friends logo
- Application for casino may be subject to 2-year waiting period for a new society
- The management team will select a Library representative to sit on the Friends Executive Committee as a non-voting member
- A memorandum of understanding will be prepared for presentation and approval at the September meeting, in accordance with the current Friends policy

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

6. Reports

6.1 Acting Library Director Report

- Andrea Johnston provided an update on recent Library activities and statistics

6.2 Finance Committee Report

- James Foran presented the May financial report

6.3 Personnel Committee Report

- As discussed during the preceding working meeting, the Library Director evaluation approved at the April 20 board meeting has been delayed due to the Library Director's leave of absence and will be completed upon her return

6.4 Marigold Report

- No report

Motion to accept all reports as information by James Foran

Carried

7. Public Question Period

None

8. Next Meeting & Adjournment

-Next meeting will be Tuesday, September 21, 2021 at 7pm

-Meeting was adjourned by the Chairman at 7:33pm

Minutes approved by:



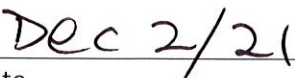
Cyndie Baum - Chairman



Date



Andrea Johnston – Acting Library Director



Date