



**The Town of Cochrane Library Board
Board Meeting Minutes
June 13, 2023**

Attendance: Cyndie Baum, James Foran, Kirsten Senz, Christopher Gillespie, Rhonda Newman, Monique Fiedler-Sills (Staff), April Baxter (Staff), Michael Mathyk (Guest), Jeff Alliston (Guest)

1. Call to Order – **19:01**
2. Agenda Approval
 - 2.1 Additions to Agenda
 - 2.2 Approval of Agenda
– ***Moved Kirsten Senz, Approved***
3. Minutes Approval from Last Meeting
 - 3.1 Approval of Minutes from May 16, 2023
– ***Moved James Foran, Seconded Christopher Gillespie, Approved***
4. Items for information
 - 4.1 Draft Plan of Service 2024-2026
 - 4.2 Review of the CPL Plan of Service 2024-2026 by Barbara Pedersen Facilitation Services Inc.
 - 4.3 Memorandum of Agreement Local 1169 and Town of Cochrane Library Board
 - 4.4 Town of Cochrane Library Board 2022- Audit Findings
 - 4.5 Draft Cochrane Public Library Advocacy Plan
5. New Business
 - 5.1 Metrix Group Audit Findings Presentation – Jeff Alliston, CPA, CA
– **Presentation of the audited financial statements and audit findings report**
– **No significant concerns were raised, some additional surplus was found and recommendations to the Board on how to improve financial management.**
 - 5.2 New Facility Visioning Session
– **Looking to get together over the summer to get together and envision what a new facility could look like (size, rooms, needs), then we can put a financial dollar to bring the vision to reality.**
– **Getting an idea of what the Board thinks we need before going to the community for a facility needs assessment.**
– **Monique to find what other libraries have done as facilities assessments.**
– **August 15th in the evening 4:30 – 9pm**
6. Business Arising from the Minutes
 - 6.1 Plan of Service 2024-2026 Update
– **Monique suspects the Facilities Needs Assessment will be around \$70k**



- Ask if the Outreach Services Coordinator position is a priority and in the plan of service – Board agrees that this needs to be in the Plan of Service

- Motion to approve the Plan of Service draft

- *Moved Rhonda Newman, Seconded Christopher Gillespie, Approved*

6.2 CUPE 1169 Bargaining Update

- **Collective agreement for the next four years has been ratified.**

6.3 Advocacy Plan Update

- **Monique to provide a report about activities at the Library for the Board by the September meeting.**

6.4 Outstanding Action Items

- **Monique working with our Program Engagement Manager, Carmen, to get the virtual recognition wall up.**

7. Reports

7.1 Library Director Report

7.2 Finance Committee Report

Motion to approve the Audit Report with expected future amendments around some language.

- *Moved James Foran, Seconded Kirsten Senz, Approved*

Motion to approve the Library Director Report and the Finance Committee Report

- *Moved Christopher Gillespie, Seconded James Foran, Approved*

8. Public Question Period

9. Next Meeting & Adjournment

a. **Next Public Board Meeting on September 12, 2023**

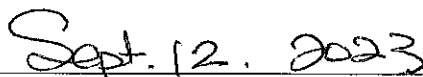
b. **Subsequent meetings on October 10, 2023, Nov 14, 2023, and no meeting in December**

c. **Adjourned at 20:15**

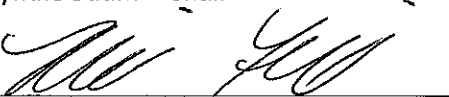
Minutes approved by:



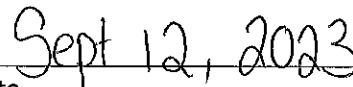
Cyndie Baum – Chair



Date



Monique Fiedler-Sills – Library Director



Date