

MINUTES

CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 17 September 2014 at 7:00 pm in the Manual Training School located beside the Cranbrook Public Library at 1212 2nd Street North, Cranbrook, BC.

PRESENT

BOARD MEMBERS

Tasy Strouzas, Chair
David Clark, Vice-Chair
Ann McLachlan
Denine Milner
Jim Shepherd
Fred Stevens, RDEK Area C Representative
June Vandenberg, RDEK Area C Representative

STAFF

Ursula Brigl, Chief Librarian

REGRETS

BOARD MEMBERS

Jim Conley
Angus Davis, City Council Representative

CALL TO ORDER

Tasy Strouzas called the regular Library Board meeting to order at 7:05 pm.

ADOPTION OF AGENDA

(1) The Board reviewed the agenda. June Vandenberg requested that the letter from the District of Taylor about the UBCM resolution about the cancellation of the Community Librarian Training Program be added as item 5.6 under Reports for Discussion.

Moved by June Vandenberg and seconded,

37-14 THAT the agenda be adopted as amended.

Motion **37-14** carried unanimously.

DELEGATIONS

(2) There were no delegations making a presentation at this month's meeting.

CLOSED MEETING

(3) Moved by Ann McLachlan and seconded,

38-14 THAT the meeting be closed to the public pursuant to Sections 90(1) (c) of the Community Charter, as the matters being considered at this time relate to labour relations and employee relations.

Motion **38-14** carried unanimously.

Tasy Strouzas reconvened the regular meeting at 7:12 pm.

CONSENT AGENDA

(4) Jim Shepherd requested that the Summer Reading Club 2014 Final Report become a report for discussion as item 5.7.

Moved by Jim Shepherd and seconded,

39-14 THAT the following items contained in the consent agenda be approved and adopted:

- ◆ Minutes of the 18 June 2014 regular meeting
- ◆ Report – Chief Librarian
- ◆ 2013 BC Public Library Statistics Overview
- ◆ Statistics – June, July and August 2014
- ◆ Media Clippings

Motion **39-14** carried unanimously.

REPORTS FOR DISCUSSION

(5)

FRIENDS OF THE LIBRARY LIAISON

5.1

June Vandenberg reported that the Friends of the Library received a grant to support Artistic Connections, a series of hands-on workshops for children and teens featuring local experts in a variety of art forms. The annual book sale runs from 1 to 5 October in the Ktunaxa gymnasium.

COMMUNITY RELATIONS & RESOURCE DEVELOPMENT COMMITTEE

5.2

Tasy Strouzas thanked Jim Shepherd for gathering information about the car donation initiative.

The CRRD committee will meet before the next regular Board meeting to develop a plan to implement this idea, plus detail other potential fundraising activities.

2ND QUARTER FINANCIAL STATEMENTS

5.3

The Board reviewed and received the 2nd quarter financial statements.

A discussion arose regarding the Library's current banking arrangements. The Chief Librarian reported that such a review occurred approximately five years ago. At that time the Board decided to maintain the existing relationship. During subsequent years, the bank account manager, chief librarian and Board chair have met several times to look at options to save additional costs and generate some revenue through conservative investment strategies.

If the Board determines that the potential cost savings will exceed the investment in time and resources required to conduct such a review, it will direct the Chief Librarian to reallocate resources from other projects to investigate this matter.

FINE FORGIVENESS INITIATIVE

5.4

The Board reviewed the report on the fine forgiveness initiative held in conjunction with the Summer Reading Club. Discussion arose regarding the value of the fines waived in relation to the decrease in fine revenue compared to 2013, and on the impact on youth.

CITY OF CRANBROOK POLICY #50 – 109 – RESPECT IN THE WORKPLACE

5.5

The Board received the City of Cranbrook's Policy #50 – 109 on respect in the workplace. As the Library Board is appointed by City Council, this policy applies to their actions.

DISTRICT OF TAYLOR UBCM RESOLUTION

5.6

The Board reviewed the resolution detailing concerns about the impacts the cancellation of the Community Librarian Training Program would have on public libraries that the District of Taylor prepared for the Union of BC Municipalities' conference. A discussion followed. Concern was voiced as to the impact the cancellation of this program would have on smaller libraries within the Kootenay Library Federation in particular.

SUMMER READING CLUB 2014 FINAL REPORT

5.7

Jim Shepherd asked questions about a number of points in the SRC 2014 final report. A discussion arose on possible ways for the library to engage with the parents and guardians of children joining the Summer Reading Club.

The Chief Librarian advised the Board that she would present the questions and issues raised during the discussion with the Children's and Youth Librarian.

BUSINESS ARISING

(6)

There was no business arising from past regular meetings.

NEW BUSINESS (7)

2015 BUDGET
PROCESS 7.1

The Board reviewed options for developing the 2015 draft budget for submission to City Council. It was decided to hold two special meetings in the Manual Training School:

Thursday, 25 September from 12 – 1:30 pm

Thursday, 23 October from 12 – 1:30 pm

Once adopted, the 2015 draft budget request will be sent to the City of Cranbrook for inclusion in their budget process.

**BOARD
PROFESSIONAL
DEVELOPMENT** (8)

LIBRARIES IN THE NEWS

The Board reviewed the articles about innovative activities occurring in public libraries around Canada and the United States.

NEW IDEAS (9)

HANDICAPPED PARKING SPACE

Jim Shepherd requested that a sign be erected on Kootenay Street to inform people of the handicapped parking space in the parking lot, since the crosswalk zone excluded the creation of such a space directly in front of the Kootenay Street entrance. The Chief Librarian will present the request to the City's Public Works department for consideration.

POSSIBLE GRANT/DONATION SOURCES

Denine Milner inquired about reaching out to corporations with grant programs that operate in the region to help support initiatives such as the establishment of the foundation and/or one-time capital projects. It was decided to incorporate this idea into the 2015 budget process.

ADJOURNMENT (10)

The regular meeting adjourned at 8:15 pm.

Tasy Strouzas, Chair

I hereby certify these minutes are correct.