

MINUTES

CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 17 February 2016 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

Denine Milner, Chair
Norma Blissett, City Council Representative
Dave Butler
David Clark
Mike Redfern
Jim Shepherd
Fred Stevens, RDEK Area C Representative
June Vandenberg, RDEK Area C Representative
Sandy Zeznik

STAFF

Ursula Brigl, Chief Librarian
Cindy Friesen, Library Assistant 2

REGRETS

BOARD MEMBERS

CALL TO ORDER

Denine Milner called the regular Library Board meeting to order at 7:00 pm.

CLOSED MEETING

(1) There was no closed meeting.

ADOPTION OF AGENDA

(2) Moved by June Vandenberg and seconded by Fred Stevens,

8-16 THAT the agenda be adopted as presented.

Motion **8-16** carried unanimously.

DELEGATIONS

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

CONSENT AGENDA

(4) Moved by Mike Redfern and seconded by Dave Butler,

9-16 THAT the following items contained in the consent agenda be approved and adopted:

- ◆ Minutes of the 13 January 2016 regular meeting
- ◆ Report – Board Chair
- ◆ Report – Chief Librarian
- ◆ Report – Community Relations & Resource Development Committee
- ◆ Report – Planning & Policy Development Committee
- ◆ Statistics – January 2016
- ◆ Media Clippings
- ◆ 2015 Annual Reports

Motion **9-16** carried unanimously.

ACTION ITEMS

COMMITTEE AND
LIAISON POSITION
APPOINTMENTS

(5)

Moved by Mike Redfern and seconded by Dave Clark,

10-16 THAT the following Liaisons and Standing Committees positions be approved

BCLTA Liaison – Denine Milner

Friends of the Library – June Vandenberg, Sandy Zeznik

Personnel Liaison – Mike Redfern, Dave Clark

KLF Liaison – Fred Stevens, Jim Shepherd

Planning and Policy Development Committee – Denine Milner, Dave Butler

Community Relations & Resource Development Committee – Jim Shepherd, Dave Clark

Motion **10-16** carried unanimously.

ENDOWMENT FUND
POLICY

The Library Board reviewed the revised draft Endowment Fund Policy. A discussion followed.

Moved by Dave Butler and seconded by Jim Shepherd,

11-16 THAT the Board approved the Endowment Fund Policy

Motion **11-16** carried unanimously.

PROVINCIAL 2015
GRANTS REPORT

The Library Board reviewed the 2015 Provincial Grants report. A discussion followed. The Library Board suggested that the report include footnote sources for the statistics.

Moved by Jim Shepherd and seconded by Mike Redfern,

12-16 THAT the 2015 Provincial Grants Report be approved with changes

Motion **12-16** carried unanimously.

BCLTA LIAISON

6.1

Denine Milner shared some information from her email from BCLTA. A discussion followed.

FRIENDS OF THE
LIBRARY LIAISON

6.2

June Vandenberg reported that the Friends held their AGM and regular meeting on Tuesday, 16 February. The constitution and by-laws were revised, typed and adopted to send digitally to the government. The election of officers for 2 year terms took place. The treasurer reported a total of \$38,000.77 in 2015. At the regular meeting, Marilyn Forbes stated that \$1,165.64 was raised at the audio-visual, magazine sale with good volunteer support. The book shelf in the library recorded \$380 for January while the travelogue made \$143.40. A mini book sale is planned for April 1st & 2nd and the garage sale is planned for April 30th.

KOOTENAY LIBRARY
FEDERATION LIAISON

6.3

Fred Stevens reported that there is a teleconference planned for March 30th and the next KLF meeting is in Creston on April 26th.

ADJOURNMENT

(10)

Moved by Norma Blissett and seconded by Dave Clark,

13-16

THAT the regular Board meeting of 17 February 2016 be adjourned at 7:50 pm.

Motion **13-16** carried unanimously.

Denine Milner, Chair

I hereby certify these minutes are correct.