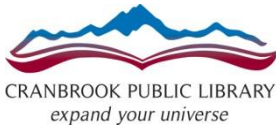


MINUTES



CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 20 April 2016 at 7:00 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2nd Street North, Cranbrook, BC.

<u>PRESENT</u>	Norma Blissett, City Council Representative David Butler David Clark Michael Redfern James Shepherd June Vandenberg, RDEK Area C Representative Sandy Zeznik
<u>ABSENT</u>	Denine Milner, Chair Fred Stevens, RDEK Area C Representative
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian Cindy Friesen, Library Assistant 2
<u>CALL TO ORDER</u>	Vice-Chair D. Clark called the regular Library Board meeting to order at 7:00 pm. (1) <u>CLOSED MEETING</u> No closed meeting. (2) <u>ADOPTION OF AGENDA</u> Moved by M. Redfern and seconded 18-16 THAT the agenda be adopted. Motion 18-16 carried unanimously. (3) <u>DELEGATION</u> No delegations appeared at this month's meeting. (4) <u>CONSENT AGENDA</u> Jim Shepherd asked that the Chief Librarian's Report be moved to 6.4. to discuss the funds raised from 2 nd Annual Online Auction. Moved by N. Blissett and seconded <u>CONSENT</u> <u>AGENDA</u> 19-16 THAT the following items contained in the consent agenda be approved and adopted as amended: <ul style="list-style-type: none">◆ Minutes of the Regular Library Board Meeting of Wednesday, 16 March 2016◆ Statistics – March 2016◆ Media Clippings Motion 19-16 carried unanimously. (5) <u>ACTION ITEMS</u>
<u>STATEMENT OF FINANCIAL</u>	5.1 Ursula Brigl presented the Library Board with the 2015 Statement

INFORMATION

2015 ANNUAL
REPORT TO THE
PUBLIC

5.2

of Financial Information. A discussion followed.

Ursula Brigl presented the Library Board with the 2015 Annual Report to the public. A discussion followed.

Dave Butler suggested that certain sections of the report could be submitted to the media. Norma Blissett suggested that Chris Zettel be given some upcoming event information for 2016. Jim Shepherd suggested giving Black Press the report. Ursula Brigl mentioned that the report will be on our web page and a few printed copies are will be available at the information desk.

1ST QUARTER
FINANCIAL
STATEMENTS
(JAN-MAR 2016)

5.3

Ursula Brigl presented the Library Board with the 1st Quarter Financial Statements. A discussion followed.

Moved by N. Blissett and seconded

20-16

THAT the 2015 Statement of Financial Information, 2015 Annual Report to the Community and the 2016 First Quarter Financial Statements be adopted as presented.

Motion 20-16 carried unanimously.

2016 FINAL
BUDGET

5.4

Ursula Brigl presented the 2016 Operating Budget to the Library Board. A discussion followed.

Moved by S. Zeznick and seconded

21-16

THAT the Cranbrook Public Library's 2016 Operating Budget be approved as presented.

Motion 21-16 carried unanimously.

(6)

DISCUSSION ITEMS

BCLTA LIAISON

6.1

There is no report this month.

FRIENDS OF THE
LIBRARY LIAISON

6.2

June Vandenberg reported that the mini book sale earned \$2,788.25, the Library book shelf made \$508 (in March), and the travelogue collected \$319.65.

The garage sale is planned for April 30th. The Sam Steele BBQ is scheduled for June 16th from 11-2 pm in from of the Library. The Library float is being refashioned for this year's parade.

Shellie Hollister is organizing and promoting a Summer Shopping Fest for July 9th from 9-4 at the Western Financial Place.

KLF LIAISON

6.3

Jim Shepherd reported that the KLF approved its 2015 Financial Statements. He mentioned that the Minister of Finance feels that there is a need for the KLF to be audited but is not required according to the Library Act. Jim mentioned that the next KLF meeting is in Creston on April 30th. The KLF is still looking for a new director and is re-posting the advertisement.

CHIEF
LIBRARIAN'S
REPORT

6.4

Jim Shepherd inquired as to when the money from the online auction would be presented the Community Foundation. He feels that any money raised for the foundation should be presented soon after. Norma Blissett suggested that quarterly or two times a year is sufficient. Ursula Brigl will contact Riley Wilcox and discuss a schedule.

Moved by N. Blissett and seconded

22-16 TO approve the Chief Librarian's Report as presented.

Motion **22-16** carried unanimously.

(7) ADJOURNMENT

Moved by D. Butler and seconded

22-16 THAT the Regular Board Meeting of 20-04-16 be adjourned at 8 pm.

Motion **22-16** carried unanimously.

Dave Clark, Vice-Chair

I hereby certify these minutes are correct.