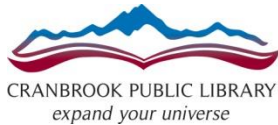


MINUTES



CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 18 October 2017 at 7:00 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2nd Street North, Cranbrook, BC.

<u>PRESENT</u>	David Clark, Chair Norma Blissett, City Council Representative David Butler Christine McCubbin Michael Redfern June Vandenberg, RDEK Area C Representative Sandy Zeznik
<u>ABSENT</u>	James Shepherd
<u>IN ATTENDANCE</u>	<u>STAFF</u> Deanne Perreault, Chief Librarian Cindy Friesen, Library Assistant 2
<u>CALL TO ORDER</u>	Chair D. Clark called the regular Library Board meeting to order at 7:01 pm.
<u>CLOSED MEETING</u>	(1) No closed meeting. (2) <u>ADOPTION OF AGENDA</u> Moved by M. Redfern and seconded
<u>REGULAR MEETING, 18 OCTOBER 2017</u>	39-17 THAT the agenda of the Regular Board Meeting of Wednesday, 18 October 2017 be adopted. Carried unanimously.
	(3) <u>DELEGATION</u> No delegations appeared at this month's meeting.
	(4) <u>CONSENT AGENDA</u> Moved by Vice-Chair D. Butler and seconded
<u>CONSENT AGENDA</u>	40-17 THAT the following items contained in the consent agenda be approved and adopted: <ul style="list-style-type: none"> ◆ Minutes of the Regular Library Board Meeting of Wednesday, 20 September 2017 ◆ Statistics – September 2017 ◆ Media Clippings ◆ Report – Chief Librarian Carried unanimously.

	(5)	<u>ACTION ITEMS</u>
<u>2018 DRAFT BUDGET</u>	5.1	<p>The Library Board was presented with a draft copy of the 2018 operating budget. A discussion on the collection development and IT support followed. The chief librarian was asked to gather more information regarding these two budgets and bring the information to the next board meeting.</p> <p>Moved by Chair D. Clark and seconded</p> <p>41-17 THAT the 2018 draft operating budget be approved as presented and submitted to City Council for inclusion in their budget deliberations.</p> <p>Carried unanimously.</p>
<u>STAFF, VOLUNTEER APPRECIATION</u>	5.2	<p>Every year the Board recognizes the contributions made by staff and volunteers to the Cranbrook Public Library’s operations. This year the Library Board was presented with an option to close the library early and hold an evening event with light refreshments. A discussion followed.</p> <p>Moved by M. Redfern and seconded</p> <p>42-17 THAT a staff and volunteer appreciation evening reception be held from 5 to 8 pm on Thursday, November 20, featuring light refreshments and small gifts to each person in recognition of their contributions to the Library in 2017 and that the library be closed to the public during that time.</p> <p>Carried unanimously.</p>
	(6)	<u>DISCUSSION ITEMS</u>
<u>BCLTA</u>	6.1	<p>No report. D. Clark did mentioned that he will be meeting with the chair of the BCLTA and will have information for the next board meeting.</p>
<u>FRIENDS OF THE LIBRARY</u>	6.2	<p>The Friends made \$4,705 selling Chris Hadfield books as a major unexpected fundraiser.</p> <p>The book shelf earned \$310.70 for September.</p> <p>There are several presenters for travelogues. Posters, bookmarks and other advertising is being done for the fall Book Sale November 22-26th. Books are needed.</p> <p>The magazine, A/V sale is scheduled for February 16 & 17, 2018.</p>

KLF

6.3

No report. D. Perreault mentioned that M. Selby will be attending the Fall KLF LDAG meeting in Castlegar on October 20th and will go to the KLF board meeting on the 21st as J. Shepherd (alternate KLF Liaison) is unable to attend. M. Redfern suggest that M. Selby come to the next board meeting and give the KLF report. A discussion followed.

CRRDC – COLES
BOOKS
FUNDRAISER

6.4

D. Perreault mentioned that Coles has given the Library a tentative date of December 1st for the Indigo FUNraiser Program. The Library will get 15% of the sales on regularly priced items. The Library and Coles will promote this event on Facebook along with bookmarks and posters. Volunteers are needed. D. Perreault will firm up the day and time with the manager. The Library Board discussed and decided that the proceeds would go towards collections.

Moved by S. Zeznik and seconded

43-17

THAT the Library participate in the Coles FUNraiser Program on December 1st with the proceeds going to collections.

Carried unanimously.

(7)

ADJOURNMENT

Moved by Vice-Chair D. Butler and seconded

44-17

THAT the Regular Board Meeting of 18 October 2017 be adjourned at 8:20 pm.

Carried unanimously.

David Clark, Chair

I hereby certify these minutes are correct.