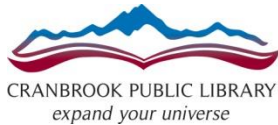


# MINUTES



## CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 20 September 2017 at 7:00 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2<sup>nd</sup> Street North, Cranbrook, BC.

PRESENT

- David Clark, Chair
- David Butler
- Christine McCubbin
- Michael Redfern
- James Shepherd
- June Vandenberg, RDEK Area C Representative
- Sandy Zeznik

ABSENT

- Norma Blissett, City Council Representative
- Fred Stevens, RDEK Area C Representative

IN ATTENDANCE

STAFF

- Deanne Perreault, Chief Librarian
- Cindy Friesen, Library Assistant 2

CALL TO ORDER

Chair D. Clark called the regular Library Board meeting to order at 7:01 pm.

(2)

**ADOPTION OF AGENDA**

Moved by J. Vandenberg and seconded

REGULAR MEETING, 20 SEPTEMBER 2017

34-17

**THAT the agenda of the Regular Board Meeting of Wednesday, 20 September 2017 be adopted.**

Carried unanimously.

(3)

**DELEGATION**

Lynette Wray, Executive Director, Cranbrook & District Community Foundation presented the Library Board with an update to the Library's Endowment Fund. A discussion followed.

(4)

**CONSENT AGENDA**

Moved by J. Shepherd and seconded

CONSENT AGENDA

35-17

**THAT the following items contained in the consent agenda be approved and adopted:**

- ◆ Minutes of the Regular Library Board Meeting of Wednesday, 21 June 2017
- ◆ Statistics – June 2017 July 2017 August 2017
- ◆ Media Clippings
- ◆ Report – Chief Librarian

Carried unanimously.

2018 BUDGET  
PROCESS

(5) **ACTION ITEMS**

The Library Board was presented with a draft copy of the 2018 budget. The Chief Librarian recommended to strike an ad hoc budget committee consisting of 2 or 3 trustees and the chief librarian to conduct a detailed review of the draft 2018 operating budget. The draft budget will be presented at the regular October board meeting for consideration and approval. A discussion followed.

Moved by S. Zeznick and seconded

**36-17 THAT the Board strikes an ad hoc committee to discuss the budget and bring forward the draft budget to the October Library Board Meeting.**

Carried unanimously.

LETT OF  
RESIGNATION

The Library Board received a letter of resignation from Fred Steven, Area C Rep. A discussion followed.

(6) **DISCUSSION ITEMS**

BCLTA LIAISON

**6.1** No report.

FRIENDS OF THE  
LIBRARY LIAISON

**6.2** J. Vandenberg reported that the date for the annual Fall Book Sale has been changed to November 22 to November 26 due to a misunderstanding in the original booking of the Ktunaxa gym. Dates for the other fund raisers are set and items are being collected. The magazine and audio-visual sale is February 16 & 17<sup>th</sup>. The Library book shelf raised \$442 in June, \$357 in July and \$488.51 in August. The Summer Reading Club program was a huge success with 603 children and 44 teens participating. Lynda Cook is looking for presenters for the Travelogues. The Friends will have a table at the Fall Fair on September 23<sup>rd</sup>.

KLF LIAISON

**6.3** No report. D. Perreault mentioned that there is a new director, Melanie Reaveley. D. Perreault mentioned that Mike Selby is going to the Fall KLF LDAG meeting in Castlegar on Oct 20 and will go to the board meeting on the 21<sup>st</sup> as J. Shepherd (alternate KLF Liaison) in unable to attend.

COMMUNITY  
RELATIONS &  
RESOURCE  
DEVELOPMENT  
COMMITTEE

6.4 J. Shepherd mentioned that he met with T. Strouzas, manager of Indigo/Coles Books in the mall and was told about a great fundraising opportunity for the Library. D. Perreault will contact the manager to find out more about it.  
Moved by S. Zeznick and seconded

37-17 **THAT D. Perreault, chief librarian, contact T. Strouzas, manager of Indigo/Coles Books to get more information about the fundraising opportunity for the Library Board .**  
Carried unanimously.

2<sup>ND</sup> QUARTER  
FINANCIAL  
STATEMENTS

6.5 The Library Board reviewed the 2<sup>nd</sup> Quarter Financial Statements to June 30, 2017. A discussion followed.

(7) **ADJOURNMENT**

Moved by M. Redfern and seconded

38-17 **THAT the Regular Board Meeting of 20 September 2017 be adjourned at 8:05 pm.**  
Carried unanimously.

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David Clark, Chair

*I hereby certify these minutes are correct.*