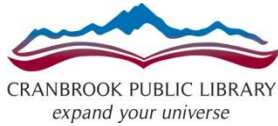


# MINUTES



## CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 19 June 2019 at 7:00 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2<sup>nd</sup> Street North, Cranbrook, BC.

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<u>PRESENT</u>	David Clark, Chair Lee-Ann Crane, RDEK Area C Representative Helder Ponte Wayne Price, City Council Representative Michael Redfern June Vandenberg, RDEK Area C Representative Gail Wakulich Sandy Zeznik
<u>ABSENT</u>	Christine McCubbin
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian Mike Selby, Information Services Director
<u>CALL TO ORDER</u>	Chair D. Clark called the regular Library Board meeting to order at 7:01 pm.
	(1) <u>CLOSED MEETING</u> No closed meeting.
	(2) <u>ADOPTION OF AGENDA</u> Moved by M. Redfern and seconded, <b>THAT the agenda of the Regular Board Meeting of Wednesday, 19 June 2019 be adopted.</b> Carried unanimously.
<u>REGULAR MEETING, 19 JUNE 2019</u>	32-19
	(3) <u>DELEGATION</u> No delegations appeared at this month's meeting.
	(4) <u>CONSENT AGENDA</u> Moved by G. Wakulich and seconded, <b>THAT the following items contained in the consent agenda be approved and adopted:</b> <ul style="list-style-type: none"><li>◆ Minutes of the Regular Library Board Meeting of Wednesday, 15 May 2019</li><li>◆ Statistics – May 2019</li><li>◆ Media Clippings</li><li>◆ Report – Chief Librarian</li><li>◆ Report – Board Chair</li><li>◆ Report – Community Relations &amp; Resource Development Committee</li><li>◆ Report – Planning &amp; Policy Development Committee</li></ul> Carried unanimously.
<u>CONSENT AGENDA</u>	33-19

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	(5)	<b><u>ACTION ITEMS</u></b>
<u>ELIMINATING BARRIERS FOR CHILDREN</u>	5.1	The Library Board discussed options related to eliminating or reducing late fees on children’s material. A discussion followed on potential benefits and drawbacks. Moved by L. Crane and seconded,
	34-19	<b>THAT fines are eliminated on all children’s material; and further, that all existing fines for children’s material be removed.</b> Defeated. 2 in favour, 5 opposed. Moved by S. Zeznik and seconded,
	35-19	<b>THAT fines are reduced on children’s material to \$0.10 per item per day, and that the grace period for overdue children’s material be extended to 7 days.</b> Carried, 2 opposed.
<u>AWARD OF CONTRACT FOR RFID EQUIPMENT</u>	5.2	The Library Board reviewed a report that presented information about, and a recommendation for awarding, the RFID equipment contract. Moved by S. Zeznik and seconded,
	36-19	<b>THAT the Chief Librarian be authorized to enter into a contract with Bibliotheca Canada Inc. to implement an RFID-based circulation system not exceeding \$55,000, plus taxes, with the funding provided in the library’s budget; and further THAT the Chief Librarian be authorized to execute and deliver on behalf of the Library all legal documents of terms and conditions satisfactory to the Chief Librarian, required to implement the project.</b> Carried unanimously.
<u>2020 BC GOVERNMENT BUDGET PRIORITIES SUBMISSION</u>	5.3	The Library Board discussed the template letter provided by the BC Public Library Partners to request the province’s Select Standing Committee on Finance and Government Services to increase public library funding to \$20 million by 2020. A discussion followed. Moved by M. Redfern and seconded,
	37-19	<b>THAT the Library Board draft its own letter to submit to the province.</b> Carried unanimously.
<u>ENDOWMENT FUND DEVELOPMENT PLAN 2019 - 2024</u>	5.4	The Endowment Fund Development Plan 2019 – 2024 was tabled until the regular Board Meeting in September 2019.
<u>IDEA LAB PLAN</u>	5.5	U. Brigl presented the Board with the components of the Library’s proposed Idea Lab, and grant funding options. A discussion followed. Moved by L. Crane and seconded,
	38-19	<b>THAT the Idea Lab project plan be approved.</b> Carried unanimously.

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|                                       | (6)   | <b>DISCUSSION ITEMS</b>   |
| <u>BCLTA LIAISON</u>                  | 6.1   | D. Clark had no updates to report.  |
| <u>FRIENDS OF THE LIBRARY LIAISON</u> | 6.2   | J. Vandenberg reported that the Friends Summer Book Sale raised \$2,525.30 with \$489.10 in donations. The Library bookshelf also earned \$473.50 in May. \$14,389.00 from the Columbia Basin Trust Grant was approved to help with the Summer Reading Club. The Sam Steele Barbeque was well received and include 15 volunteers who received lunch in appreciation for their help during the year. Michele received 20 Adopt a Magazine Letters for a total \$1,641.90. A discussion about the Sam Steele float occurred. Shellie would appreciate more help and suggestions prior to the parade. The Harvest Book Sale is scheduled for October 3 <sup>rd</sup> to 6 <sup>th</sup> of 2019. |
| <u>KLF REPRESENTATIVE</u>             | 6.3   | G. Wakulich stated she would provide each Board member with a copy of the KLF monthly newsletter via email.   |
| <u>BOARD IDEAS</u>                    | 6.4   | The Board discussed the pros and cons of renting or purchasing outdoor signage.   |
|                                       | (7)   | <b><u>ADJOURNMENT</u></b>   |
|                                       |       | Moved by W. Price and seconded,   |
|                                       | 39-19 | <b>THAT the Regular Board Meeting of 19 June 2019 be adjourned at 8:47 pm.</b><br>Carried unanimously.  |

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David Clark, Chair  
*I hereby certify these minutes are correct.*