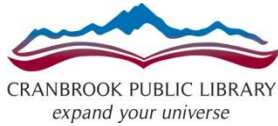


MINUTES



CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 16 October 2019 at 7 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2nd Street North, Cranbrook, BC.

<u>PRESENT</u>	David Clark, Chair Lee-Ann Crane, RDEK Area C Representative Christine McCubbin Helder Ponte Michael Redfern June Vandenberg, RDEK Area C Representative Gail Wakulich
<u>ABSENT</u>	Wayne Price, City Council Representative Sandy Zeznik
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian Mike Selby, Programs and Community Development Librarian
<u>CALL TO ORDER</u>	Chair D. Clark called the regular Library Board meeting to order at 7:05 pm.
	(1) <u>CLOSED MEETING</u> No closed meeting.
	(2) <u>ADOPTION OF AGENDA</u> Moved by M. Redfern and seconded
<u>REGULAR MEETING, 16 OCTOBER 2019</u>	47-19 THAT the agenda of the Regular Board Meeting of Wednesday, 16 October 2019 be adopted. Carried unanimously.
	(3) <u>DELEGATION</u> No delegations appeared at this month's meeting.
	(4) <u>CONSENT AGENDA</u> Moved by L. Crane and seconded
<u>CONSENT AGENDA</u>	48-19 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, 18 September 2019◆ Statistics - September 2019◆ Media Clippings◆ Report - Chief Librarian Carried unanimously.

	(5)	<u>ACTION ITEMS</u>
<u>2020 OPERATING BUDGET</u>	5.1	The Library Board struck an ad-hoc budget committee to develop a draft 2020 budget for the October meeting. Five strategic priorities were presented and discussed. Collections, the city's surplus, and Board / Staff development were proposed as the top priorities. Moved by L. Crane and seconded
	49-19	THAT the draft Cranbrook Public Library 2020 Budget including the identified strategic priorities be submitted to the City of Cranbrook and Regional District of East Kootenay for their consideration. Carried unanimously.
<u>2019 ENDOWMENT FUND PLAN</u>	5.2	The Endowment Fund Planning working group presented fundraising ideas for 2020, as well as activities which could take place in 2019. A discussion followed with reference to legacy planning and getting more information from the Community Foundation of the Kootenay Rockies on growth ideas for the fund. Moved by L. Crane and seconded
	50-19	THAT the 2019 Endowment Fund be approved as amended, to utilize only the proceeds from the donation jar in November and December, and to increase public awareness about legacy giving. M. Redfern requested that a friendly amendment be made to focus only on the public awareness campaign about legacy giving opportunities. L. Crane and seconder agreed to the amendment that the motion reads: THAT the 2019 Endowment Fund be approved as amended, to increase public awareness about legacy giving. Carried unanimously.
<u>BOARD DEVELOPMENT RETREAT</u>	5.3	The Board discussed options and dates for an informal retreat to be held off site. Late afternoon or evening of Tuesday, November 26 th was agreed upon.
	(6)	<u>DISCUSSION ITEMS</u>
<u>BCLTA LIAISON</u>	6.1	D. Clark presented his experience at the BCLTA conference.
<u>FRIENDS OF THE LIBRARY LIAISON</u>	6.2	J. Vandenberg reported that the Friend's bookshelf sales were \$458 for September. The Harvest Fall book sale made \$5,842.05. The next sale, Winter Madness, will be in February. Membership is somewhat down currently.
<u>KLF REPRESENTATIVE</u>	6.3	G. Wakulich stated she will be attending the KLF Fall Board Meeting takes place October 19 at the Fernie Heritage Library.

BOARD IDEAS

- 6.4 H. Ponte asked if the city garbage and recycling bins in the Library's back parking lot could be less obtrusive.
L. Crane suggested the Board explore The Columbia Basin Trust's Energy Sustainability Grant for upgrading the Library's light fixtures.
G. Wakulich requested that Board members reply to all in emails coming from U. Brigl
- (7) **ADJOURNMENT**
Moved by G. Wakulich and seconded
- 51-19 **THAT the Regular Board Meeting of 16 October 2019 be adjourned at 9:00 pm.**
Carried unanimously.

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