



MINUTES

CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 22 July 2020 at 7:00 pm via Zoom.

<u>PRESENT</u>	David Clark, Chair Lee-Ann Crane, RDEK Area C Representative Christine McCubbin Tasy Strouzas Gail Wakulich Sandy Zeznik
<u>ABSENT</u>	Jason Meidl Wayne Price, City Council Representative Cyndi Weltz, RDEK Area C Representative
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian Mike Selby, Programs & Community Development Librarian
<u>CALL TO ORDER</u>	Chair D. Clark called the regular Library Board meeting to order at 7:03 pm.
<u>CLOSED MEETING</u>	(1) <u>CLOSED MEETING</u> No closed meeting
	(2) <u>ADOPTION OF AGENDA</u> Moved by C. McCubbin and seconded
<u>REGULAR MEETING, 22 JULY 2020</u>	34-20 THAT the agenda of the Regular Board Meeting of Wednesday, 22 July 2020 be adopted. Carried unanimously.
	(3) <u>DELEGATION</u> No delegations appeared at this month's meeting.
	(4) <u>MINUTES</u> Moved by T. Strouzas and seconded
<u>MINUTES OF THE REGULAR BOARD MEETING OF 17 JUNE 2020</u>	35-20 THAT minutes of the regular Library Board Meeting of Wednesday, 17 June 2020 be approved as presented. Carried unanimously.
	(5) <u>ACTION ITEMS</u>
<u>2021 OPERATING BUDGET</u>	5.1 The Board reviewed the draft budget for 2021. A discussion followed regarding the possible inclusion of a request for additional funding to support strategic objectives. Moved by T. Strouzas and seconded
	36-20 THAT the 2021 operating budget be approved as presented for submission to the City for inclusion in their budget deliberations. Carried unanimously.

ONE-TIME
PROVINCIAL
TECHNOLOGY
GRANT

5.2 The Board reviewed the proposal on how to use the remainder of the one-time technology grant. As a portion of the grant had already been used in April and May to address the library's immediate technological needs, the Board discussed using the remaining funds to enhance projects identified in the strategic plan that are already underway as these align with the terms of the grant.

Moved by L. Crane and seconded

37-20 **THAT the remainder of the one-time provincial technology grant be used for the creation of the Idea Lab and the acquisition of a digital communications tool.**

Carried unanimously.

PHASE 3B
EXPANDED
SERVICE
RESTORATION
PLAN

5.3 The Board reviewed the plan for the library's future transition into Phase 3B of its Phased Service Restoration Plan. Discussion arose around the uncertainty associated with the pandemic and the difficulty of setting specific targets. It was noted that the director needed to have the flexibility to make changes to service levels without requiring Board approval on specific details.

Moved by S. Zeznick and seconded

38-20 **THAT the Library move to Phase 3B of its Phased Service Restoration Plan after the start of September 2020, dependent on the provincial and local situation at that time.**

Carried unanimously.

PHASE 3A PUBLIC
OPENING

6.1 The Chief Librarian provided a verbal update on the status of operations since the library officially opened its doors on 8 July 2020. She noted that doing a soft opening 2 days earlier gave staff the opportunity to refine procedures and protocols. Patrons expressed excitement and gratitude at being able to visit the library again, there were few who had issues with the enhanced safety protocols.

(7) **ADJOURNMENT**

Moved by C. McCubbin and seconded

39-20 **THAT the Regular Board Meeting of 22 July 2020 be adjourned at 8:01 pm.**

Carried unanimously.

David Clark, Chair

I hereby certify these minutes are correct.