



# MINUTES

## CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Wednesday, 19 January 2022 at 7:01 pm via Zoom.

<u>PRESENT</u>	David Clark, Chair Lee-Ann Crane, RDEK Area C Representative Christine McCubbin Wayne Price, City Council Representative Tasy Strouzas Gail Wakulich Sandy Zeznik
<u>ABSENT</u>	Alyssa Panning
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian Mike Selby, Programs & Community Development Librarian
<u>CALL TO ORDER</u>	U. Brigl called the regular Library Board meeting to order at 7:01 pm.
<u>ELECTION OF CHAIR AND VICE CHAIR</u>	David Clark was appointed as Library Board Chair by acclamation. Lee-Ann Crane was appointed as Library Board Vice Chair by acclamation.
<u>REGULAR MEETING, 19 JANUARY 2022</u>	(2) <u>ADOPTION OF AGENDA</u> Moved by S. Zeznik and seconded 1-22 <b>THAT the agenda of the Regular Board Meeting of Wednesday, 19 January 2022 be adopted.</b> Carried unanimously.
	(3) <u>DELEGATION</u> No delegations appeared at this month's meeting.
<u>CONSENT AGENDA</u>	(4) <u>CONSENT AGENDA</u> Moved by W. Price and seconded 2-22 <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, 17 November 2021</li> <li>◆ Statistics -- November and December 2021</li> <li>◆ Report – Chief Librarian</li> </ul>
<u>BOARD MEETINGS DATES &amp; TIMES</u>	(5) <u>ACTION ITEMS</u> 5.1 The Library Board discussed and decided to keep the current Board meeting schedule from 7-9 pm on the third Wednesday of every month except for July, August and December. Moved by L. Crane and seconded

	3-22	<b>THAT Cranbrook Public Library Board regular meetings take place at 7:00 pm on the third Wednesday of every month except for July, August and December.</b> Carried unanimously.
<u>SIGNING AUTHORITY</u>	5.2	The Board discussed signing authority designations for 2022. Moved by S. Zeznik and seconded
	4-22	<b>THAT David Clark and Lee-Ann Crane of the Cranbrook Public Library Board, and Ursula Brigl and Michael Selby of the Library staff have signing authority for 2022.</b> Carried unanimously.
<u>APPOINTMENT OF AUDITORS</u>	5.3	Moved by T. Strouzas and seconded.
	5-22	<b>THAT BDO Canada LLB be appointed as auditors for the fiscal year ending 31 December 2021.</b> Carried unanimously.
<u>LIBRARY POLICIES</u>	5.4	The Board discussed the significant changes to the Library Policies prepared by the Planning & Policy Committee. Moved by G. Wakulich and seconded
	6-22	<b>THAT the revised policies presented by the Board's Planning &amp; Policy Development Committee be adopted as presented.</b> Carried unanimously.
	(6)	<b><u>DISCUSSION ITEMS</u></b>
<u>BCLTA LIAISON</u>	6.1	D. Clark reminded the board of the online training workshops available.
<u>FRIENDS OF THE LIBRARY LIAISON</u>	6.2	S. Zeznik stated the Friends bookshelf raised \$174 dollars in December of 2021; with a total of \$3,588.50 for the year. The Friends February book sale is cancelled due to COVID-19 restrictions.
<u>KLF REPRESENTATIVE</u>	6.3	No report.
<u>DECEMBER 2021 FINANCIAL STATEMENTS UNAUDITED</u>	6.4	U. Brigl presented the December, 2021 Financial Statements (unaudited). A discussion followed. Moved by W. Price and seconded.
	7-22	<b>That the December 2021 unaudited financial statements be received.</b> Carried unanimously.
<u>NOTIFICATION FOR COMMITTEE &amp; LIASON POSITIONS</u>	6.5	Appointments to committee and liaison positions will take place during the February regular board meeting.
<u>BOARD IDEAS</u>	6.6	A suggested change in committee position terminology was presented. A discussion followed.

C. McCubbin stated CBC Radio has a pop-up person in town, and the Library could take advantage of this.

(7)

**ADJOURNMENT**

Moved by W. Price and seconded

**8-22 THAT the Regular Board Meeting of 19 January 2022 be adjourned at 8:07 pm.**

Carried unanimously.



David Clark, Chair

*I hereby certify these minutes are correct.*