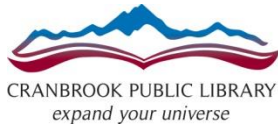


# MINUTES



## CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Thursday, 15 June 2023 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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### PRESENT

David Butler  
David Clark  
Lee-Ann Crane, RDEK Area C Representative, Chair  
Douglas McLachlan  
Alyssa Panning, RDEK Area C Representative  
Tasy Strouzas  
Gail Wakulich

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### ABSENT

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### IN ATTENDANCE

### STAFF

Ursula Brigl, Chief Librarian  
Mike Selby, Programs & Community Development Librarian

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### CALL TO ORDER

Chair L. Crane called the regular Library Board meeting to order at 7:00 pm.

(1)

### CLOSED MEETING

There was no closed meeting.

### REGULAR BOARD MEETING, 15 JUNE 2023

20-23

**THAT the agenda of the Regular Board Meeting of Thursday, 15 June 2023 be adopted.**

Carried unanimously.

(3)

### DELEGATIONS & INVITED PRESENTATIONS

No delegations or invited presentations attended this month's meeting.

(4)

### APPROVAL OF MINUTES

Moved by D. Butler and seconded

### MINUTES OF THE REGULAR LIBRARY BOARD MEETING OF THURSDAY, 18 MAY 2023

21-23

**THAT the Minutes of the Regular Library Board Meeting of Thursday, 18 May 2023 be approved.**

Carried unanimously.

(5)

### CONSENT AGENDA

Moved by D. Clark and seconded

### CONSENT AGENDA

22-23

**THAT the following items contained in the consent agenda be accepted:**

- ◆ Statistics – May 2023
- ◆ Librarian's Operational Report

Carried unanimously.

	(6)	<b><u>UNFINISHED BUSINESS</u></b>
		Nil.
	(7)	<b>New Business</b>
<u>POLICY REVISIONS - GP-02 TRUSTEE TERMS OF OFFICE; GP-03 LIBRARY BOARD MEETINGS</u>	7.1	U. Brigl presented the structure of the positions on the Library Board. A discussion followed. Moved by D. Butler and seconded
	23-23	<b>THAT the Board adopt the revised GP-02: Trustee Terms of Office and GP-03: Library Board Meetings policies.</b> Carried unanimously.
	(8)	<b>Committee Recommendations</b>
<u>2024 OPERATING BUDGET AND FIVE- YEAR FINANCIAL PLAN</u>	8.1	U. Brigl presented the highlights of the 2024 Operating Budget and Five-Year Financial Plan drafts. A discussion followed. Moved by D. Butler and seconded
	24-23	<b>THAT the Cranbrook Public Library's 2024 budget be approved for submission to City Council with the request for an additional \$39,436 to cover additional existing operations costs and needed technology infrastructure improvements.</b> Carried unanimously. Moved by D. Butler and seconded
	25-23	<b>THAT the 2024 - 2028 five-year financial plan be adopted and submitted to City Council.</b> Carried unanimously.
	(9)	<b><u>REPORTS</u></b>
<u>CHAIR</u>	9.1	No report.
<u>CITY COUNCIL TRUSTEE</u>	9.2	No report.
<u>BCLTA LIAISON</u>	9.3	No report.
<u>FRIENDS OF THE LIBRARY LIAISON</u>	9.4	U. Brigl presented a first draft of the Elaine Karras memorial plaque wording on behalf of the Friends. A discussion followed.
<u>KLF REPRESENTATIVE</u>	9.5	No report.
	(10)	<b><u>TRUSTEE ROUNDTABLE</u></b>
		T. Strouzas reported that the Ktunaxa Kinbasket Child & Family Services Society is meeting with Library programming staff next week.

(11) | **ADJOURNMENT**

The Regular Board Meeting of **15 June 2023** adjourned at 8:20 pm.

original signed by

Lee-Ann Crane, Chair

*I hereby certify these minutes are correct.*