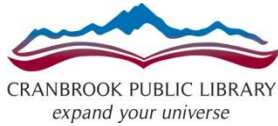


MINUTES



CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Thursday, 16 March 2023 at 7 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2nd Street North, Cranbrook, BC.

<u>PRESENT</u>	David Butler David Clark Christine McCubbin Douglas McLachlan Alyssa Panning, RDEK Area C Representative Tasy Strouzas
<u>ABSENT</u>	Lee-Ann Crane, RDEK Area C Representative, Chair Wesly Graham, City Council Representative Gail Wakulich
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian
<u>CALL TO ORDER</u>	D. Clark called the regular Library Board meeting to order at 7:02 pm.
	(1) <u>CLOSED MEETING</u> There was no closed meeting.
	(2) <u>ADOPTION OF AGENDA</u> Moved by T. Strouzas and seconded
<u>REGULAR BOARD MEETING, 16 MARCH 2023</u>	14-23 THAT the agenda of the Regular Board Meeting of Thursday, 16 March 2023 be adopted. Carried unanimously.
<u>BDO CANADA LLP</u>	(3) <u>DELEGATIONS & INVITED PRESENTATIONS</u> Representatives of BDO Canada LLP presented the audited 2022 financial statements to the Board. A discussion followed
	(4) <u>ADOPTION OF MINUTES</u> Moved by D. Butler and seconded
<u>MINUTES OF THE REGULAR LIBRARY BOARD MEETING OF THURSDAY, 16 FEBRUARY 2023</u>	15-23 THAT the minutes of the 16 February 2023 minutes of the regular meeting of the Library Board be adopted as circulated. Carried unanimously.
	(5) <u>CONSENT AGENDA</u> Moved by D. Butler and seconded
<u>CONSENT AGENDA</u>	16-23 THAT the following items comprising the consent agenda be accepted: <ul style="list-style-type: none">◆ Statistics – February 2023◆ Librarian’s Operational Report for March 2023

		<ul style="list-style-type: none"> ◆ Motion 13-23 Electronic Voting Results, 9 March 2023 Moved by D. McLachlan and seconded, THAT motion 12-23 be rescinded, and further; THAT the Library open at 2 pm on Tuesday, 28 March 2023 to accommodate a professional development session for all employees. <p>Carried unanimously.</p>
		Carried unanimously.
	(6)	<u>UNFINISHED BUSINESS</u>
		Nil
	(7)	<u>NEW BUSINESS</u>
<u>2022 AUDITED FINANCIAL STATEMENTS</u>	7.1	The Board reviewed the audited 2022 financial statements presented by BDO Canada LLP delegation. Moved by D. McLachlan and seconded
	17-23	THAT the 2022 audited financial statements be approved as presented. Carried unanimously.
<u>2024 BUDGET PROCESS</u>	7.2	The Board discussed the options for preparing the 2024 budget. Moved by D. Butler and seconded
	18-23	THAT an ad hoc budget committee be struck to develop a draft 2024 budget and five-year financial plan. Carried unanimously.
	(8)	<u>COMMITTEE RECOMMENDATIONS</u>
		Nil
	(9)	<u>REPORTS</u>
<u>CHAIR</u>	9.1	No report.
<u>CITY COUNCIL TRUSTEE</u>	9.2	No report.
<u>BCLTA LIAISON</u>	9.3	The BCLTA's annual general meeting takes place in May. D. Clark will be attending in person as he is on the BCLTA Board.
<u>FRIENDS OF THE LIBRARY LIAISON</u>	9.4	T. Strouzas reported that the February meeting included both the annual general meeting and regular business meeting. Highlights include: <ul style="list-style-type: none"> ◆ The book sale on 4 February raised \$1,955. The next sale will take place on Saturday, 1 April. ◆ The Friends donated \$13,300 to the library to fund the Public Tech Trainer position for half a year, to fund new Books for Babies kits, and to acquire some new furniture for the staff area.
<u>KLF REPRESENTATIVE</u>	9.5	Spring meeting taking place in Grand Forks on 29 April.

CBT NON-PROFIT
ADVISOR
WORKSHOP 9.6

The Board reviewed possible dates on which to hold a strategic planning workshop facilitated by a Columbia Basin Trust non-profit advisor. The consensus was to hold it in conjunction with the regular April Board meeting on 20 April.

LIBRARY BOARD
2023 CALENDAR 9.7

The Board received and reviewed the 2023 calendar of activities.

TRUSTEE REPORTS 9.8

D. McLachlan reported that he is participating in the BCLTA book club, which has trustees from around the province as members. The book being discussed is *Palaces for the People* by Eric Klinenberg. It has a focus on social infrastructure, with a particular interest in libraries.

(10) ADJOURNMENT

The Regular Board Meeting of 16 March 2023 adjourned at 8:07 pm.

original signed by

David Clark, Vice-Chair

I hereby certify these minutes are correct.