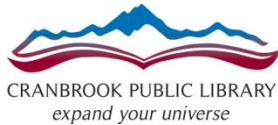


MINUTES



CRANBROOK PUBLIC LIBRARY BOARD REGULAR MEETING

Minutes of the Library Board Meeting held on Thursday, 21 September 2023 at 7:50 pm in the Manual Training School located beside the Cranbrook Public Library, 1212 2nd Street North, Cranbrook, BC.

<u>PRESENT</u>	David Clark Lee-Ann Crane, RDEK Area C Representative, Chair Alyssa Panning, RDEK Area C Representative Tasy Strouzas Gail Wakulich
<u>ABSENT</u>	David Butler Wayne Stetski, City Council Representative
<u>IN ATTENDANCE</u>	<u>STAFF</u> Ursula Brigl, Chief Librarian
<u>CALL TO ORDER</u>	Chair L. Crane called the regular Library Board meeting to order at 7:54 pm.
	(1) <u>CLOSED MEETING</u> Moved by A. Panning and seconded
<u>CLOSED MEETING</u>	26-23 THAT the meeting be closed pursuant to the <i>Community Charter</i>, as the matters being considered at this time relate to Section 90(1) (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages. Carried unanimously.
<u>RECONVENE</u>	Chair L. Crane reconvened the regular meeting at 8:05 pm.
	(2) <u>ADOPTION OF AGENDA</u> Item 7.1 was removed from the agenda to be deferred to a future meeting. Moved by D. Clark and seconded
<u>REGULAR BOARD MEETING, 21 SEPTEMBER 2023</u>	27-23 THAT the agenda of the Regular Board Meeting of Thursday, 21 September 2023 be adopted as amended. Carried unanimously.
	(3) <u>DELEGATIONS & INVITED PRESENTATIONS</u> No delegations or invited presentations attended this month's meeting.

	(4)	<u>APPROVAL OF MINUTES</u>
		Moved by T. Strouzas and seconded
<u>MINUTES OF THE REGULAR LIBRARY BOARD MEETING OF THURSDAY, 22 JUNE 2023</u>	28-23	THAT the Minutes of the Regular Library Board Meeting of Thursday, 22 June 2023 be approved. Carried unanimously.
	(5)	<u>CONSENT AGENDA</u>
		Moved by D. Clark and seconded
<u>CONSENT AGENDA</u>	29-23	THAT the following items contained in the consent agenda be received: <ul style="list-style-type: none"> ◆ Statistics – June, July, August 2023 ◆ Librarian’s Operational Report ◆ Library Closure on 21 September 2023 Email Voting Results ◆ Summer Reading Club Report ◆ Fall Programs at the Library Carried unanimously.
	(6)	<u>UNFINISHED BUSINESS</u>
		Nil.
	(7)	<u>NEW BUSINESS</u>
<u>BUSINESS CONTINUITY PLAN</u>	7.1	Deferred to the October Board meeting.
<u>CREDIT CARD LIMITS</u>	7.2	The Board reviewed a proposal to increase the Library’s credit card limits. Moved by G. Wakulich and seconded
	30-23	THAT the limit on the Library’s credit cards be increased to \$10,000. Carried unanimously.
<u>CRRD COMMITTEE APPOINTMENT</u>	7.3	One of the trustees resigned from the Library Board leaving a vacancy on the CRRD committee. Moved by T. Strouzas and seconded
	31-23	THAT G. Wakulich be appointed to the Community Relations & Resource Development committee for the remainder of 2023. Carried unanimously.
	(8)	<u>COMMITTEE RECOMMENDATIONS</u>
<u>GIC INVESTMENT</u>	8.1	The Board reviewed options for investing a portion of the provincial enhancement grant. Moved by D. Clark and seconded
	32-23	THAT up to \$234,463 of the Provincial Enhancement Grant be invested in a 1 year non-redeemable GIC. Carried unanimously.

	(9)	<u>REPORTS</u>
<u>CHAIR</u>	9.1	L. Crane provided an update on her activities during the summer and reviewed the status of items on the Board calendar.
<u>CITY COUNCIL TRUSTEE</u>	9.2	No report.
<u>BCLTA LIAISON</u>	9.3	The BCLTA has hired a new executive director.
<u>FRIENDS OF THE LIBRARY LIAISON</u>	9.4	T. Strouzas provided an update on the Friends' activities, including the outcome of the book sale held in August and the creation of the plaque commemorating Elaine Karras. This will be hung in the reading room. The next Friends' book sale takes place 13 to 15 October.
<u>KLF REPRESENTATIVE</u>	9.5	G. Wakulich summarized the discussions held during the fall KLF Board meeting held in Creston on 16 September. She noted that they are in the process of determining how to use the provincial enhancement grant to best support member libraries.
<u>FINANCIAL STATEMENTS TO 31 AUGUST</u>	9.6	The Board reviewed and received the financial statements to 31 August 2023.
	(10)	<u>TRUSTEE ROUNDTABLE</u>
		No report.
	(11)	<u>ADJOURNMENT</u>
		The Regular Board Meeting of 21 September 2023 adjourned at 8:34 pm.

Original signed by
 Lee-Ann Crane, Chair
I hereby certify these minutes are correct.