



BANFF PUBLIC LIBRARY BOARD MEETING

Minutes

Wednesday, February 28, 2024

7 p.m. at Banff Public Library

Attendance: Ali Buckingham (Chair), Candice Noakes (Treasurer), Kayla Cazes, Corrie DiManno (TOB Representative), Paul Hickling, Manuela Olibera-Dorn, Alexandra Parkinson (ID#9 Representative)

1. **Call to Order:** Ali Buckingham called the meeting to order at 7:09 p.m.
2. **Consent Agenda:**
 - a. **Approval of Agenda**
 - b. **Financial Statements**
 - c. **Reports**
 - d. **Minutes of Jan. 31, 2024**

Candice Noakes moved to approve **CARRIED**

3. **Training/Outside Presentation:** Annual Report

The Banff Public Library's annual report and survey including programming data, collection item information, and statistics will be sent to the Public Library Services Branch. The portal is experiencing technical difficulties, but the annual report and survey will be circulated to the board once its available with an electronic motion to approve it.

There was a request to separate Improvement District #9 data to be able to track memberships for the ID9. This information could help with future grant applications.

4. **Old Business:**

- a. **Budget** – Corrie DiManno moved to approve the 2024 Operating Budget as presented **CARRIED**



5. New Business:

a. Bylaws – HR&F Review

HR&F reviewed the Town of Banff Library Board Bylaw, including the schedule of fees and charges. Based on best practices, amendments have been made to the Freedom of Information and Protection of Privacy Act section as well as other housekeeping changes. Going forward, the committee will draft a financial policy to inform the schedule of fees and charges rather than incorporating fees and charges into the bylaw. It will be brought forward to both the HR&F and BD&P committees before approval by the board.

b. Library Collection (LC) 2 – HR&F recommends repealing LC2 as well as the addition of a statement related to multi-lingual resources to the LC3.

6. Reports:

a. HR&F (Human Resources and Finance)

b. BD&P (Board Development and Policy)

c. Librarian's Report - S. McCormack

d. Council Report

The Town of Banff was successful in its Housing Accelerator Fund application and was awarded \$4.66M to help build more housing, faster in the next three years. The Railway Lands Area Redevelopment Plan public hearing is on March 20, 2024.

The ID9 is finalizing the Operating Budget for 2024 and is completing plans for the new fire hall in Lake Louise.

e. Marigold

The next Marigold meeting will be in March.



7. In camera

8. Next BD& P Meeting March 13, 2024 – 7:30 p.m. on Teams

9. Next HR& F Meeting: March 20, 2024 – 7:30 p.m. on Teams

10. Next Meeting: March 27, 2024 – 7 p.m. at Banff Public Library (hybrid available)

Paul Hickling moved to adjourn at 8:08 p.m. CARRIED