

Banff Public Library Board Meeting Minutes
Wednesday December 11th, 2019
6pm

Location: Mason Hall - 103 Caribou Street

Present: Joanne Harris, Brian Standish, Brig Hopkins, Kyle Brenders, Sonia Zyvatkauskas, Ali Buckingham, Lindsay Stokalko, Sarah McCormack

Regrets: Jean Marc Stelter

Absent: Trish Watt

Call to Order - 6pm

Approval of Minutes - October 30th, 2019 - as amended by Andrew Oosting - 12-11-2019-1 Motion to Approve Lindsay Stokalko

Approval of Agenda - cut B and C under new business due to Sarah's lack of voice due to illness - 12-11-2019-2 Motion to Approve Brig Hopkins

Electronic Motions - none

Annual Organizational Meeting

- a) **Welcome new board members** - Joanne Harris - lived in Banff for 20 years and managed various banks, moved away, came back and is retired and is getting involved in community and other board members introduced themselves
 - b) **Appointment of Chair** - no chair appointed - Brian Standish to chair December 11, 2019 and January 29, 2020 meeting
 - c) **Appointment of Vice Chair** - Ali Buckingham
 - d) **Appointment of Treasurer** - Joanne Harris
 - e) **Appointment of Marigold Representative for Banff** - Brig Hopkins
 - f) **Appointment of HR&F Committee Chair** - Joanne Harris as chair and other members include Brig Hopkins, JM Stelter, Ali Buckingham, Trish Watt (maybe) - will need to plan a January 2020 meeting
 - g) **Appointment of BD&P Committee Chair** - Lindsay Stokalko as chair and other members include Sonia, Brian Standish, Kyle Brenders, other board members to be appointed in January - will need to plan a January 2020 meeting
- 12-11-2019-3 Motion approve all appointments - Kyle Brenders**

Old Business

- a) **For Policy LS.3. Parental Responsibility Policy** it says "refer to LC.3 Section 3.2" (which is the *Collections Management Policy*). It should actually refer to LS. 2 *Supervision of Children or other Vulnerable Persons Policy* - typo - Sarah McCormack
- 12-11-2019-4 Motion to approve Joanne Harris**
- b) **Banff Public Library 70th Birthday recap - Lindsay Stokalko**

- Great turnout and snacks and cake and raffle prizes were well received with a great speech by Brian Standish
- c) **Bear Street Visioning - invite Donna Livingstone - CEO of Whyte Foundation to January board meeting - Lindsay Stokalko**
 - Lindsay Stokalko to invite Donna to January 29th, 2020 board meeting so she can overview her plans for Bear Street after some approvals at the Whyte Foundation's board meeting on December 12, 2019
- d) **Capital Plan - Kyle Brenders**
 - Sarah working on presentation on history of library over the last 5 years - would like the board to consider a hold machine for Lake Louise \$30,000 for 18 lockers and \$2500/year for upkeep (Canadian funds?)
 - Sarah would like to go ahead with replacing old tables and chairs
 - Need to know how much there is to spend - HR&F Committee to determine at their next meeting

New Business

- a) **Municipal Grant and Service Review - Sarah McCormack**
 - Meeting with Town went great - agreed to send grant for approval as written 2.5% increase \$476,448 - still needs to be approved in early January 2020
 - Changes in provincial funding has affected some spending by Town of Banff
- b) **Statistics Overview - Sarah McCormack** - remove - Sarah too sick to present
- c) **Alberta Libraries Overview - Sarah McCormack** - Sarah too sick to present
- d) **New Board Member Orientation with Laura Taylor** - Sarah McCormack - has confirmed some dates in January 2020 for Laura to host this workshop - all board members will be invited to attend

Reports

- a) **HR&F** - did not meet due to board turnover - no report
- b) **BD&P** - did not meet due to board turnover - no report
- c) **Financial Statement Review** - no treasurer to speak to this
- d) **Marigold Board Update** - no Marigold representative present to report
- e) **Librarian's Report to Board**
 - \$3200 grant for AED from Banff Rotary
 - No staff updates
 - Mountain Matter Program - art installation currently in library to build interactive mountain town
 - Payment for Indigenous Program - working on new program with Whyte Museum and Town of Banff
 - Applying for Marigold Making a Difference Award for social program
 - Free feminine products dispenser to be installed in bathroom

- Sarah gave overview of social programs available at library such as hygiene bags, Little Free Pantry etc. - Daniel Johnson has been a great leader in all these programs

f) Town Council Updates

- Council working on Service Review and will present and approve in January 2020
- Banff Town Council loves the Banff Public Library
- Board members invited to attend Council meetings to provide updates

Correspondence

- Public Library Services Branch from Marigold

Next Meeting - January 29th 2020

Adjournment - 7pm

A handwritten signature in black ink, appearing to read 'Lindsay A. Stokalko'. The signature is fluid and cursive, with a large loop at the end.

Lindsay A. Stokalko - Acting Chair