



BANFF PUBLIC LIBRARY BOARD MEETING

Minutes

Wednesday, April 26, 2023

7:30 pm at Library

1. **Call to Order (19:31pm):** Alexandra Parkinson (Improvement District 9), Elizabeth Seybold (Treasurer), Ted Christensen (Banff Town Council), Kenna Ozbick, Alison Buckingham (Chair), Alison Brierley, Kaylee Ram (Banff Town Council), Monica Dominguez (Vice-Chair), Candice Noakes, Sarah McCormack (Library Director), Colin Mitchell (KPMG Presentation), Tyler Thompson (KPMG Presentation), Manuela Olibera-Dorn

2. **Consent Agenda:**
 - a. **Approval of Agenda**
 - b. **Financial Statements**
 - c. **Reports**
 - d. **Minutes of March 29, 2023 Motion M. Dominguez**

3. **Training/Outside Presentation:** KPMG Audit Review Findings Report – Motion to accept findings as presented. A. Parkinson. Carried

4. **Old Business:**
 - a. Marigold Library Conference – May 10th Library Closure – Motion to Close the Library for professional development and attendance at the Marigold Library Conference. K. Ram motion. Carried

5. **New Business:**
 - a. Nominations to the Library Board
 - i. Chair
 1. Nomination of Alison Buckingham
 - ii. Vice-Chair
 1. Nomination of Monica Dominguez
 - iii. Treasurer
 1. Nomination of Elizabeth Seybold
 - iv. Secretary
 1. Nomination of Candice Noakes
 - v. Motion to close nominations: **Moved by A. Parkinson. Carried**
 - vi. Motion to accept slate of nominations as elected: **Moved by K. Ozbick. Carried.**



- vii. Human Resources and Finance Committee
 - 1. Alexandra Parkinson
 - 2. Elizabeth Seybold
 - 3. Ted Christensen
 - 4. Manuela Olibera-Dorn
- viii. Board Development and Policy Committee
 - 1. Candice Noakes
 - 2. Monica Dominguez
 - 3. Kaylee Ram
 - 4. Kenna Ozbick
- ix. Committees will report back in May regarding selection of committee chairs.
- x. Marigold Representative
 - 1. Manuela Olibera-Dorn
- b. First Aid Training – Library Closure for a day in June for Professional Development. Motion M. Dominguez. Carried.
- c. G.9. Credit Card Policy – no changes. Motion to accept as presented. M. Dominguez. Carried
- d. HR2 Library Employee Policy – a lot of clean up, clarification, and simplification of terms. Motion to accept as presented –caveat K. Ram. Carried

6. Reports:

- a. HR&F (Human Resources and Finance) L. Seybold
- b. BD&P (Board Development and Policy) Committee
- c. Librarian’s Report - S. McCormack
- d. Council Report - Approved Indigenous Framework and updated Land Acknowledgement – will speak to this at the the June Board Meeting
- e. ID 9 Council
 - i. Working on Strategic Planning
- f. Marigold - Meeting Saturday April 22
 - i. Value of Your Investment document
 - ii. Plan of Service - passed

7. In Camera

- 8. Next Meeting: May 31, 2023 – 7:30 pm at library (or hybrid) Motion to adjourn – T. Christensen. Carried 20:29**