

## Didsbury Municipal Library – Regular Meeting Minutes

February 20, 2018

Present: Hope DeWitt, Curt Engel, Julian Ross, Carol Haire, Duncan Milne, Nicole Brander

Regrets: Carolyn Massel, Brad Misener, Nicole Adamchick

Staff: Inez Kosinski

Guests: Joyce McCoy

Call to Order: 7:10pm by Hope De Witt

1. Inez proposed tabling agenda item 4 h.  
Duncan MOVED to approve agenda as amended. APPROVED.
2. a) Curt MOVED to approve Minutes of January 16, 2018 regular meeting.  
APPROVED.  
b) Julian MOVED to amend minutes of January 23<sup>rd</sup>, 2018 special meeting.  
APPROVED.  
Action: Inez to make changes to document and re-circulate to members.  
Curt MOVED to accept minutes as amended. Approved.
3. Curt MOVED to accept consent agenda. APPROVED
  - a) Directors Report. (Julian requested that the Chair communicate to the CAO that the Library Staff would benefit if they were able to acquire the desks in the Old Town Office that are slated for the dump. APPROVED)
  - b) Financial Report
  - c) Correspondence:
    - i. OASSIS Group Benefit Renewal Report
    - ii. Village of Cremona – invitation to presentation on regional library systems
    - iii. (Council Agenda) Julian Ross reappointed to the Board for a 3 year term
    - iv. Annual Report for submission to Municipal Affairs
    - v. Financial Review of Receipts and Disbursements – Municipal Affairs
4. Items for Action:
  - a) News from the Friends of the Library- Next Book Sale is March 16 and 17. Next Sort taking place March 5<sup>th</sup> at 9 am if anyone is available to volunteer. Casino has all shifts covered. Continuing to seek volunteers to act as spares.
  - b) Library Board Terms of Reference – Board has yet to hear from Town Council regarding Terms of Reference  
Letter of Understanding – Library Board provided feedback and proposed amendments. Recommend that future letters to Town Council requesting re-appointment be put forward by Chair. Board seeking clarification of chain of communication (section 3)

- c) Budget progress with Town Council – Julian reported that Town Council has approved the Library Budget.  
ACTION: Julian request that Town Council amend the discrepancies in the Town of Didsbury Proposed Operating Budget for 2018. There is an error in that \$15,000 is under line Travel & Subsistence. As this is incorrect and this is a public document, it reflects poorly on the Library's reputation.
- d) Letter to Town re: AVID Architecture expenses. – TABLED
- e) Open House/Volunteer Recognition plans update – Event March 6<sup>th</sup>
- f) Alberta Library Conference April 26- 29, 2018
  - i. Duncan MOVED to send Julian as board delegate to attend.  
APPROVED.
- g) Novel Affair – Nicole MOVED that the Library continue to pursue this event.  
APPROVED.
- h) Needs Assessment Process – TABLED
- i) Curt MOVED to approve and submit Annual Report 2017. APPROVED.  
Duncan MOVED to accept Financial Review. APPROVED.

5. Adjourned at 9:10 pm by Hope.