



Didsbury Municipal
Library

PO Box 10 Didsbury, Alberta T0M 0W0
Phone: (403)335-3142 <http://dml.prl.ab.ca> didsburylibrary@prl.ab.ca

Be prepared. Be present in the moment. Be Respectful of all

Didsbury Municipal Library – Regular Meeting Minutes

January 16, 2018

Present: Curt Engel, Hope DeWitt, Carolyn Massel, Nicole Brander, Nicole Adamchick, Julian Ross, Brad Misener,

Regrets: Duncan Milne, Carol Haire

Staff – Inez Kosinski

Guests: Melynda Crampton, Joyce McCoy, Bill Windsor

1. Information Presentation with Ron Sheppard, Director Parkland Regional Library

Call to Order: 8:06 pm by Caroline Massel

2. Brad MOVED to approve the agenda as amended. APPROVED.
3. Brad MOVED to approve the Minutes of December 19, 2017 regular meeting. APPROVED.
4. Nicole B. MOVED to approve the consent agenda. APPROVED.
 - a. Director's Report (including info on stat holidays)
 - b. Financial Reports (Balance Sheet, Income Statement)
 - c. Correspondence:
 - i. Library Board Basics Workshop (email forwarded)
5. Items for Action:
 - a. News from Friends of the Library – no news
 - b. Library Board Terms of Reference and Letter of Understanding. Two proposed options for meeting with Town Council: January 18 or January 22 at 7 pm. The library board decided that January 22 was the best time. Carolyn will ask Harold for an agenda with the proposed and current terms of reference as well as other supporting documents to be circulated by the end of the day on Friday.
 - c. Temporary use of old town office – Carolyn will follow up with Harold to discuss a formal usage agreement for the space and the needs on insurance and financial obligations.

Our Vision:

The Didsbury Municipal Library is a community hub that makes the world of information, imagination, and ideas freely accessible to all.



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- d. Trustee Recruitment – there is an notice on the library website, the Didsbury living Guide and Inez has talked to another volunteer who may be interested.
- e. Board Basics Workshop – work shop is in Leduc on February 3. Julian and Inez will attend and Carolyn will possibly attend.
- f. Response to newspaper column December 12, 2017 – Craig decided on writing an article instead of Carolyn submitting a letter.
- g. Budget: changed employment standards effect on payroll plus application for internship – see Director’s report – After a lengthy discussion, Inez will apply for the grant with the understand that it must fit into the budget and if the grant is approved the board will discuss and make a decision at that time when more information on the budget may be available.
- h. Question about Library Expansion expenditures on Town financial reports at last town council meeting – tabled until February
- i. Open House/Volunteer Recognition plans – Open House will be March 6 at 7pm.
- j. Alberta Library Conference April 26-29, 2018 – Donna C and Inez will be attending the conference. Board will attend depending on budget approval.
- k. Close dates for Easter weekend – Julian MOVED to close for 4 days over the Easter weekend; Friday, Saturday, Sunday and Monday. APPROVED. Note – the policy will need to be updated around this holiday.
- l. Election of executive officers – Bill Windsor makes the call for nominations.
 - i. Chair – Brad NOMINATES Carolyn. Carolyn accepts. Call for nominations – 3 times. Curt MOVED that nominations cease. Carolyn Massel will be the chair by acclamation.
 - ii. Vice-Chair – Carolyn NOMINATES Hope. Hope accepts. Call for nominations – 3 times. Curt MOVED to cease nominations. Hope DeWitt will be the vice-char by acclamation.
 - iii. Treasurer -Julian NOMINATES Brad for treasurer. Brad Declines. Nicole B. nominates Julian for treasurer. Julian accepts. Call for nominations – 3 times.

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Hope MOVED to cease nominations. Julian Ross will be the treasurer by acclamation.

iv. Secretary – Carolyn NOMINATES Nicole A. Nicole accepts. Call for nominations 3 times. Hope MOVED to cease nominations. Nicole will be the secretary by acclamation.

6. Adjourned at 9:19pm by Carolyn.

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