

Penhold & District Library
Town of Penhold Library Board Meeting
Wednesday, March 22, 2023
@ 6:07 pm / Library

Prepared by: Brenda Hoskin
Library Chair Signature_____

MINUTES:

Present: Myra Binnendyk, Manager; Lisa Newton (6:45pm), Chair; Joan Schmelke, Treasurer; Gail Maki, Brenda Hoskin, Teresa Cunningham, Crystal Schening
Special Guests: Potential new Board members Lynley Manprize, Brandi Filipchuk and Geralis Enns
Regrets: Jennifer Walsh, Vice Chair;

1. Amendments to and approval of the Library Agenda
Moved by Teresa Cunningham to approve the agenda. Carried.
2. Approval of the February 22, 2023 minutes
Moved by Crystal Schening to approve the January 25, 2023 minutes. Carried.
3. Correspondence: The following accepted for information:
 - *Value Beyond Words*, providing an advocacy how-to guide, created by the coalition of Alberta Library Systems and submitted for information by the Manager
4. Financial – Joan Schmelke
 - Reconciliation for January and February
 - 2023 Budget vs. Actual
 - 2022 Financial Statement – Restricted funds (\$7,167) There are currently two separate line items, one being the \$45,000 term deposit set aside for future major capital expense. There are also restricted funds of \$7,167 set aside many years ago for the same purpose. The restricted funds are designated in the cash flow. The term deposit comes due in October 2023, at which time, the Board will consider moving the restricted \$7,167 to unrestricted and Term Deposit funds. Approximately \$5,000 to be added to the \$45,000 to bring the term deposit to \$50,000; the remainder to be included in the Library cash flow.
Moved by Joan Schmelke to Accept the Financial Report. Carried.
5. Governance
 - Bylaws – An annual review of the Bylaws required. The Manager identified some inconsistencies between the Bylaws and current practices. The Manager to confirm whether the Libraries Act and/or Policies require formal notice to be provided prior to amendments to the Bylaw.
Move by Brenda Hoskin to table the bylaws until the April meeting at which time appropriate amendments will be presented to sections 3(2), 4(1) and the Schedules. Carried.
 - Board Organizational Meeting – At the last meeting, the Board directed the Manager to prepare the Agenda for the Library’s annual Organizational Meeting which has been postponed since October 2022. In light of 3 potential Board members, it was determined to delay the

Organization meeting until May 2023 to provide an opportunity for the Town of Penhold to make appointments as requested by the Library.

Positions needing to be filled are Chair, Vice-Chair, Secretary and Treasurer; there are also two committee positions, being Finance and Governance. The term of the positions will expire in October 2024, when the next Organizational meeting shall be held.

6. 2022 Library Stats

- At the February meeting the Board discussed the statistics provided by PRL using the methodology required by PLSB. These figures are vastly different from the Library's statistics. As an example, the PLSB methodology suggests that the Penhold & District Library has an active membership of 553, less than 45% of the 1,251 Library card holders. Concerns were raised with PRL that the new methodology may negatively impact future municipal funding. The Manager presented the Library's statistics to the elected officials of the Town of Penhold, Red Deer County and Chinook's Edge School Division.

7. Manager's Report: Received for Information

8. NEXT MEETING: Wednesday, April 26, 2022 @ 6:00 pm

11. Adjournment: 7:19 pm.