

Town of Penhold Library Board
Meeting
Wednesday, June 18, 2025 @ 8:24pm

Prepared by Geralis Enns

Library Chair Signature

Present: Joan Schmelke (Chair), Myra Binnendyk (Manager), Brandi Filipchuk (Treasurer),
Gail Maki, Teresa Cunningham, Geralis Enns

1. Additions to the Agenda

Moved by Teresa Cunningham to approve the agenda.

2. Minutes from May 7, 2025

- No changes to the minutes.

Moved by Brandi Filipchuk to accept the minutes as presented.

3. Correspondence:

- Myra will send a letter to Municipal Affairs thanking them for service grant funding

Crystal Schening joined the meeting 8:34pm.

4. CESD

- Penhold Crossing Parent Council meeting minutes do not reflect Crystal Schening's presence at Thursday March 27, 2025 meeting the request to add an item to the agenda, or the statement read.
- Chinook's Edge needs to present the Town of Penhold with a draft agreement to govern the shared space but no timeline has been given.
- Library needs clarity on the shared space urgently, as retractable wall construction could disrupt summer services.
- Board is asking the Town of Penhold to follow up on the installation of retractable wall, having a lock on the Town side, and how access to the space will be governed.
- Library will not use shared space for summer programming as there is not an agreement in place.

Motion by Geralis Enns to conclude our advocacy campaign around the CESD partnership and send a letter to CESD advising that the Library board will not be signing the draft agreement presented to us. Carried.

Teresa Cunningham left the meeting 9:02pm.

5. Financials - Brandi Filipchuk

- a. April 17, 2025 personal expense clarification - Myra will look back and provide the details.
- b. Reconciliation for May 2025
 - Statement beginning balance: \$138,178.19
 - Cheques and payments cleared: \$22,584.25
 - Deposits and credits:\$1811.99
 - Statement ending balance: \$117,405.63
 - Uncleared transactions as of May 31, 2025: \$4034.44
 - Registered balance as of May 31, 2025: \$113,371.19
 - Cleared transactions after May 31, 2025: \$0
 - Uncleared after May 31, 2025 \$4803.82
 - Registered balance as of June 10, 2025: \$108,567.37
- c. Budget vs. Actual
 - Received municipal funding
 - Program income is up.

**Moved by Gail Maki to approve the May Financial Report as presented.
Carried.**

6. Manager's Report

- Floor and carpet cleaning - planned for the end of August. Library will be open for pick up only August 27 & 28, closed Aug 29.
- Promotion of summer reading is going really well, Alison is visiting school and classes are also coming to the Library.
- Adults programs going well - strawberry planters, bees.

Next meeting: September 2025

Adjourned 9:36 pm