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Rocky Public Library



MINUTES

Rocky Mountain House Library Board Wednesday, February 23, 2022 7pm Library Meeting Room and Zoom

Present: Ben Worth, Karen Travis, Mimi Cole, Robin Begin,

Via Zoom: Jen Lefebvre, Mike Stannix, Len Phillips, Michelle Swanson

Absent: Karen Mehlhaff

1. CALL TO ORDER

Chair Mimi Cole called to order the meeting of the Rocky Mountain House Library Board on Wednesday February 23, 2022, at 7:03 pm.

1.1 Agenda and Minutes

1.1.1 Additions/changes to the agenda and minutes- Mimi requested an addition to the agenda: Item 5.1 Correspondence. The agenda will be amended accordingly.

1.1.2 Motion #616 Robin moved to adopt the January 26, 2022 meeting minutes and amended agenda for February 23, 2022.

Seconded by Len. **CARRIED**

2. ITEMS FOR DECISION

2.1 Financial Report: Ben went through the financial report with the board. Local Appropriation, the major source of funding, has not been received yet although it has been approved. Actual year end for 2021 was a deficit of \$281.86. Ben clarified the waste management expense reflects a penalty incurred for changing the service provider. This cost will be made up due to the substantial saving realized by this change.



Mike requested a group text be created for those with signing authority on cheques so everyone knows when enough signatures have been obtained.

Motion #617 Robin moved to accept the financial report as presented.
Seconded by Mike. **CARRIED**

3. ITEMS FOR DISCUSSION

3.1 Helen Hunley Funds – update on library renovations: As per the request of the board, Ben has pursued permitting and fire code requirements for the proposed renovations. IDJ Inspections has been retained to look at the plans. Fire exit concerns will also be addressed. Final plans will be altered as necessary, but the project is moving forward.

4. ITEMS FOR INFORMATION

4.1 Library Manager's Report – Ben went through the items in his report. He is continuing to look for non-violent crisis intervention training for staff. Robin will investigate other training opportunities and report back. Jen mentioned there are resources available through the school system that may be appropriate as well.

4.2 Library usage stats to the end of January – Library memberships are up over the past year, especially new borrowers. Take and Make continues to be popular and captures potential attendees to other programming. Use of physical resources are up considerably and use

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of e-resources are slightly declined.

5. CORRESPONDENCE:

5.1 Mimi presented a letter of support to all library staff who worked as a team and in a professional manner when confronted by an aggressive patron. The card was signed by the board members in attendance and on behalf of those who were meeting virtually.

6. NEXT MEETING: Wednesday, March 23, 2022 7 pm

7. ADJOURNMENT:

Motion #618 Mimi moved to adjourn at 7:30 pm. Seconded by Karen T
CARRIED