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Rocky Public Library



MINUTES

Rocky Mountain House Library Board

Wednesday, January 25, 2023 7pm

Meeting Room and Zoom

Present: Ben Worth, Mimi Cole, Karen Travis, Lori Pratt, Sydney Graham, Robin Begin

Via Zoom: Jen Lefebvre, Karen Mehlhaff, Len Phillips

1. CALL TO ORDER

Chair Mimi Cole called the meeting of the Rocky Mountain House Library Board to order on Wednesday January 25, 2023, at 7:04 pm.

1.1 Agenda and Minutes

1.1.1 Additions/changes to the agenda: None

1.1.2 Motion #655 Len moved to adopt the agenda for tonight's meeting. Seconded by Lori. **CARRIED**

1.1.3 Motion #656 Lori moved to approve the minutes for the November 23, 2022 meeting. Seconded by Robin. **CARRIED**

2. ITEMS FOR DECISION

2.1 Financial Report: The financial report was presented by Ben. The Local Appropriation funds from the town and county have been received and will appear in the report next month. Donations were lower than budgeted however the year ended with a small surplus of \$5,381. The 2022 financials have been submitted to James Wade, accountant, at Baker Tilly for review.



Motion #657 Robin moved to accept the financial report as presented.

Seconded by Lori. **CARRIED**

2.2 Election of 2023 board officers and committee appointments:

The nominations for board executive are:

Chair: Mimi Cole

Vice-Chair: Robin Begin

Secretary: Karen Travis

The committee appointments are proposed as follows:

Advocacy: Karen Mehlhaff (Chair), Karen Travis, Lori Pratt, Robin Begin

Personnel: Jen Lefebvre (Chair), Mimi Cole, Karen Travis, Robin Begin

Finance: Len Phillips (Chair), Sydney Graham, Lori Pratt, Mimi Cole

Policy: Sydney Graham (Chair), Len Phillips, Jen Lefebvre, Karen Mehlhaff

Motion #658 Lori moved to elect the nominees for executive and approve the committee appointments as presented. Seconded by Karen T
CARRIED

3. ITEMS FOR DISCUSSION

3.1 Library board orientation format: Due to illness and scheduling conflicts, a board orientation did not take place in December. The board recognizes the importance of this and discussed an alternative way to make it happen. An orientation session will occur at the end of each regular board meeting for the next few months. A variety of topics will be covered beginning with a basic overview at the end of tonight's meeting. These sessions will be supplemented by the board orientation



videos available through Alberta Library Trustees Association (ALTA). Each video is just under 30 minutes long. ALTA has produced an updated Library Trustees Handbook. Ben will investigate getting a copy for each board member.

4. ITEMS FOR INFORMATION

4.1 Library Manager's Report: Ben presented his report. The board was very happy to hear we got the full Local Appropriation requested. There was a film mix-up at the December Showcase Cinema screening but only one person asked for a refund. Lori asked about screening fine arts performances as an option. She will look into some possibilities.

4.2 Library usage stats to the end of December 2022: Borrowed material, both locally and from other libraries, is up. There is an increase in new borrowers and exams as well. Ben mentioned the annual report to Municipal Affairs is due next month. The format for the way statistics are presented will be changing.

5. CORRESPONDENCE: None.

6. ROUND TABLE DISCUSSION: Sydney brought up the idea of facility rental for special events like birthday parties. Other ideas like murder mysteries or escape rooms were also mentioned. Two staff are required to be present, but Ben will consider it.

7. NEXT MEETING: February 22, 2023

8. ADJOURNMENT:

Motion #659 Karen M moved to adjourn at 7:55 pm. Seconded by Lori
CARRIED