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# Rocky Public Library



## MINUTES

### Rocky Mountain House Library Board Wednesday, October 23, 2024 7pm Library Meeting Room

**Present:** Ben Worth, Lori Pratt, Mimi Cole, Ken Moesker, Karen Travis, Tom Haennel, Deb Skeels, Lynda Huseby, Sydney Graham

#### 1. CALL TO ORDER

Chair Lori Pratt called the meeting to order on Wednesday, October 23, 2024 at 7:02 pm.

##### 1.1 Agenda and Minutes

**1.1.1** Additions/changes to the agenda: None

**1.1.2 Motion #749** Tom moved to adopt the agenda for tonight's meeting. Seconded by Mimi. **CARRIED**

**1.1.3 Motion #750** Deb moved to adopt the September 25, 2024 meeting minutes. Seconded by Lynda. **CARRIED**

#### 2. ITEMS FOR DECISION

**2.1** Financial Report: Ben presented the comparative income report and snapshot of RCU accounts as of October 18, 2024. There are a few variances, like more income from photocopying than expected, but overall it is on track with the budget. The Helen Hunley Fund continues to increase slightly with interest accrued. Ben is compiling a list of realia (things or objects) to acquire for the library using these funds.



**Motion #751** Tom moved to accept the financial report as presented.

Seconded by Sydney. **CARRIED**

**2.2** RCU Accounts signing authority: Ben mentioned that we require one more trustee to have signing authority to bring the number back up to three. Lynda volunteered to put her name forward.

**Motion #752** Ken moved to approve Lynda Huseby to have signing authority for the library RCU accounts. Seconded by Karen. **CARRIED**

**2.3** Library Manager's Performance Appraisal: Ben was asked to leave the room.

**Motion #753** Mimi moved to go into Camera at 7:19 pm. Seconded by Lynda. **CARRIED**

**Motion #754** Mimi moved to come out of Camera at 7:26 pm. Seconded by Lynda. **CARRIED**

**Motion #755** Tom moved to accept the recommendation of the Personnel Committee and approve a pay increment for Ben on his anniversary date. Seconded by Mimi. **CARRIED**

Ben returned to the room and Lori informed him the board was very pleased with his service and agreed with the recommendations of the Personnel Committee to approve a pay increment.

### 3. ITEMS FOR DISCUSSION

**3.1** Parkland Regional Library Conference feedback: Ben provided a summary of staff feedback on the conference in his Manager's Report.



Staff enjoyed the keynote speaker and were able to take away ideas from the sessions. Overall, the response was very positive. Ben also obtained ideas he will use pertaining to staff performance appraisals and communication. Lynda outlined the sessions she attended on the subjects of accessibility and how to be an ally. She is willing to share her information with staff. Discussion ensued on books written by AI and how that could impact libraries. There is currently no policy on this subject.

**3.2 Friends of the Library – Advocacy Committee update:** Tom reported that the Advocacy Committee met to discuss how to get this group up and running again. An information night “Meet and Greet” has been arranged for November 21 from 7 to 8 pm in the library. The purpose of the event is to recruit people who are interested in joining Friends of the Library. The past executive, as well as people who already indicated interest, will be invited. Tom asked for promotion in the library newsletter, on social media, posters and word of mouth. Ben will look for graphics to use. Karen suggested promoting it at the next Showcase Cinema. The next step after recruitment will be to have an organizational meeting and take the necessary steps to revive the group. Ken mentioned it is meaningful to Council that the library is taking the initiative to fundraise.

## **4. ITEMS FOR INFORMATION**

**4.1 Library Manager’s Report:** Ben presented the manager’s report that included staff feedback from the PRLS conference. The Rocky Gaming Extravaganza is on Saturday November 16. Volunteers are welcome.



## 4.2 Library usage stats to the end of September 2024: Wifi sessions

continue their upward trend. Tom noted that many cars park outside the library on Sundays to use the network. He asked if wifi usage can be broken down to specific time periods. Ben reiterated that exam bookings will be replaced by room bookings in general starting in the new year.

**5 CORRESPONDENCE:** Ben received an email from the Town of Rocky Mountain House confirming Lynda Huseby is appointed as a representative on the library board for a three-year term starting in January.

**6 ROUND TABLE DISCUSSION:** Sydney reported that the County would like Ben to appear and give a presentation on library activities and programs. Lori will accompany him. Anyone else interested can also attend. Deb noted that her term as a trustee will end in December. Mimi shared a story about seeing a little library in Spain, proving they are a worldwide phenomenon. Tom attended a conference for library techs at Red Deer Polytechnic. He encouraged everyone to visit the library there to see the innovative Makerspace. The high school has a cafe'-style vending machine as a fund-raiser. Three other small libraries hosted a comic expo at a community center. Ben mentioned the library Christmas party is on November 30. Lori knows an author who writes Western books set in Alberta.

**7 NEXT MEETING:** November 27, 2024 7 pm

**8 ADJOURNMENT: Motion #756** Tom moved to adjourn at 8:28 pm. Seconded by Ken. **CARRIED**