

MINUTES

The Town of Cochrane Library Board
Tuesday, January 22, 2019

Trustees Present:

Cyndie Baum – Chairman
Jeff Covey – Vice Chairman
James Foran – Treasurer
Joan Urschel
Susan Flowers

Staff Present:

Jeri Maitland – Executive Director
Karen Robertshaw – Accounting & HR Manager

Guests Present:

Elsa Gee – President, CUPE Local 1169
Gerry Murphy – Town of Cochrane

Trustees Absent:

Dean Rask

Public:

None

1. Call to Order

The meeting was called to order by the Chairman at 7:03pm

2. Agenda Approval

2.1 Additions
None

2.2 *Motion to approve agenda by Treasurer* **Carried**

3. Minutes Approval From Last Meeting

3.1 *Motion to approve November 20, 2018 minutes by Susan Flowers* **Carried**

4. Business Arising From the Minutes

4.1 Town of Cochrane update (Gerry Murphy)

-Gerry Murphy provided the Board with an update on plans for the Tri-Site and will provide further updates related to the Library as they become available

4.2 Election of officers

Motion to nominate Cyndie Baum as Chairman by Susan Flowers **Carried**

Motion to nominate Jeff Covey as Vice Chairman by Treasurer **Carried**

Motion to nominate James Foran as Treasurer by Joan Urschel **Carried**

-There were no other nominations and all nominees were elected in unanimous votes

4.3 Update on Expansion of Board/recruitment update

-Chairman provided an update on recruitment of a new board member to fill the current vacancy; the Town of Cochrane is currently accepting applications through its website

-The Board discussed traits that are desired in an applicant including a background in the fields of tech/entrepreneurship/innovation, fundraising experience and/or being well connected in the community; a letter to the editor will be prepared for submission to local newspapers to support recruitment

5. New Business Items

5.1 Approval of 2019 COLA

Motion to match the 2019 Cost of Living Adjustment approved by the Town of Cochrane, for all professional salaried staff, effective January 1, 2019 by Treasurer *Carried*

5.2 Re-Appointment of Marigold Rep (Susan Roper)

Motion to approve the re-appointment of Susan Roper as the Marigold representative on the Town of Cochrane Library Board by Joan Urschel *Carried*

5.3 Friends Letter

-Chairman informed the Board that the Friends of the Nan will be dissolving their society; the Board thanks the Friends of the Nan for their years of volunteer service and many financial contributions to the Library

6. Reports

6.1 Executive Director Report

-Executive Director referred the Board to the monthly report distributed via email and noted additional upcoming events and changes
-The Alberta Libraries Conference will take place in Jasper April 25-28; Board members are encouraged to consider whether they would like to attend

6.2 Finance Committee Report

-Treasurer presented the December 2018 financial report
-The updated 2019 operating budget was presented to the Board at the working meeting prior to the regular meeting

Motion to approve the updated 2019 operating budget by Treasurer *Carried*

6.3 Marigold Report

-No report

Motion to accept all reports as information by Joan Urschel *Carried*

7. Public Question Period

None

8. Next Meeting & Adjournment

-Next meeting will be Tuesday, March 26, 2019 at 7:00pm

-Meeting was adjourned by the Chairman at 8:21pm

Minutes approved by:

Cyndie Baum – Chairman

Date

Jeri Maitland - Executive Director

Date