

## MINUTES

The Town of Cochrane Library Board  
Tuesday, June 25, 2019

### Trustees Present:

Cyndie Baum – Chairman  
James Foran – Treasurer  
Dean Rask  
Joan Urschel  
Susan Flowers

### Staff Present:

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

### Guests Present:

Elsa Gee – President, CUPE Local 1169

### Trustees Absent:

Jeff Covey – Vice Chairman

### Public:

None

#### 1. Call to Order

The meeting was called to order by the Chairman at 7:01pm

#### 2. Agenda Approval

2.1 Additions  
None

2.2 *Motion to approve agenda by Dean Rask* *Carried*

#### 3. Minutes Approval From Last Meeting

3.1 *Motion to approve April 16, 2019 minutes by Joan Urschel* *Carried*

#### 4. Business Arising From the Minutes

4.1 Approval of (revised) Friends policy

*Motion to approve the draft Friends policy presented, as amended for agreed upon revisions by Susan Flowers* *Carried*

#### 5. Reports

##### 5.1 Library Director Report

-Library Director referred the Board to the monthly report distributed via email and noted additional upcoming events and changes

##### 5.2 Finance Committee Report

-Treasurer presented the May financial report

*Motion to approve the 3-year budget presented, as amended for agreed upon revisions by Treasurer* *Carried*

*Motion to support operational decision to change banking service provider by Susan Flowers (Treasurer recused himself from vote)* *Carried*

**5.3 Personnel Committee Report**

-The Personnel Committee chairman reported on the status of the Library Director review. A 360 review has been completed, including interview questions with the staff, Library Director and Board.

-The Personnel Committee will meet with the Library Director to complete the review and submit final recommendations (including compensation package) to the Board for approval.

**5.4 Marigold Report**

-No report

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

*Carried*

**6. Public Question Period**

None

**7. Next Meeting & Adjournment**

-Next meeting will be Tuesday, September 17 at 7:00pm

-Meeting was adjourned by the Chairman at 7:28pm

Minutes approved by:

  
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Cyndie Baum – Chairman

*Sept. 17/19*  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jeri Maitland – Executive Director

*Sept 17/19*  
\_\_\_\_\_  
Date