

**Minutes of the
Okotoks Public Library Board Meeting
Thursday, December 14, 2017**

BOARD MEMBERS PRESENT:

Tanelle Nash
Marian Walsh
Barbara Schuler
Jane Ervin
Ray Watrin
Alan Alger

BOARD MEMBERS ABSENT:

Lorraine Cathro

STAFF PRESENT:

Tessa Nettleton – Director
Lisa Wright – Recording Secretary

The Chair called the meeting to order at 6.55 p.m.

Adoption of the agenda

Motion: *by Ray Watrin that the agenda is accepted.*

Carried

Adoption of Minutes of November 9th, 2017

Minutes are circulated by e-mail prior to the meeting.

Motion: *by Marian Walsh that the minutes of November 9th, 2017 be accepted as presented.*

Carried

Reports

1. Treasurer's Report

We currently don't have a treasurer. A treasurer will be elected in January, when hopefully we will have additional Board members.

So Tessa Nettleton reported that the financials are currently on track for this point in the year.

Motion: *by Barbara Schuler and Marian Walsh that the Treasurer's Report and the Interim Financial Reports dated November 30th, 2017 be accepted as information.*

Carried

2. Director's Report – Tessa Nettleton

Director's report was circulated by e-mail prior to the meeting.

- Tessa Nettleton noted that this is a quiet time of year, particularly in the evenings. Based on recent statistics, the library seems to be plateauing, as the current building doesn't have room for growth and so isn't available to offer increased services.
- Alan Alger asked about long term plans for building growth. Tessa Nettleton noted that the town would like the library to remain in a downtown location. To do this, the only real option would be to expand the current building – for example by building over the parking lot to the side of the building.

Motion: *by Alan Alger that the Director's Report be accepted as information.*

Carried

3. Municipal District of Foothills Report – Alan Alger

- Alan Alger spoke about a document on the history of the Stoney Nakoda nation, which he will forward electronically for distribution. The Stoney Nakoda people want to be part of local representation and want their views to be heard.
- Marian Walsh noted that the Marigold Library System received just under \$100,000 to set up projects to involve First Nations in library services.

4. Town of Okotoks Report – Ray Watrin

- Ray Watrin noted the town is still looking for a long-term solution to the problem of providing enough water for town expansion.
- Municipal governance workshops were held in Cochrane recently.
- The new Operations Centre is proving to be a great addition to the town.
- Light Up Okotoks and the Canadian Pacific Holiday train visit were two recent events. The CP train attracted around 5000 to 6000 people and was very successful.
- The recent good weather has meant the town has saved money on snow clearance.
- Tessa Nettleton asked when the first phases of the new subdivisions would be completed. Houses will be being built at D'Arcy Ranch by summer 2018.

Committee Reports

1. Marigold Report – Marian Walsh

- Marian Walsh gave the new Board members an overview of what the Marigold Library System does.
- Marigold have secured the land and funding for their new building. They have partnered with Western Irrigation Development to build one large building on the edge of Strathmore, near to Highway #1. The building should be ready in 2020.
- Marigold is currently working on rebranding and is currently looking at a new website provider, based in Norway.

2. Grant and Fund Raising Committee – Barbara Schuler

- Barbara Schuler noted that, as she finds it difficult to find the time to come into the library to use the Grant Connect program, (which is in-library use only), she would be willing to allow someone else to take over as a member of the Grant and Fund Raising Committee when Board elections are held in January.

3. Advocacy and Visioning Committee – Marian Walsh

- Marian Walsh noted that she spoke to Tessa Nettleton in October to discuss progress with the Plan of Service. The Committee meets quarterly with Tessa to see how staff and Board members are achieving each of the points on the Plan of Service.

4. Little Free Libraries – Jane (Suntree), Marian (Drake Landing, Rhine Park), Tessa (Westmount and Cimarron Grove) Lisa (Recreation Centre and Food Bank)

- Tanelle Nash provided some background on the Little Free Libraries project to the new members.
- Jane Ervin noted that the Suntree Little Free Library regularly needs new children's books. This is the case for most of the Little Free Libraries. We do have books for the Libraries in the library and we will be asking for donations from the public again in the New Year.
- Marian Walsh noted that the Drake Landing Little Free Library does seem to be quite self-sustaining.

Correspondence

There was no correspondence.

Other Business

1. CHAMP (Cultural, Heritage and Arts Master Plan).

- Jane Ervin attended two meetings on the Cultural, Heritage and Arts Master Plan. At each session the attendees were put into small groups to discuss the questions raised. It was a little disappointing, because at the final session, no final outcome was reached. Instead, a survey is being done by the town on the Cultural, Heritage and Arts Master Plan and is available online for residents to complete.

2. ALTA (Alberta Library Trustees Association)

- There was a discussion on whether to apply for registration with the Alberta Library Trustees Association. The cost would be \$300 for a library with a town population of our size.

Motion: *by Jane Ervin and Alan Alger that the Okotoks Public Library Board would not renew their membership with the Alberta Library Trustees Association.*

Carried

3. Conferences

- The Southern Alberta Library Conference is held in Lethbridge in March. This has many sessions which are of benefit to Board members.
- The Alberta Library Conference is held at the end of April in Jasper. This also has many useful sessions. A decision will be made at the January meeting, as to which Board members will attend 2018 conferences.
- The Public Library Symposium is being held in Edmonton in February, but is currently fully booked with a wait list. Lisa Wright, Administrative Assistant, will be attending the Symposium.

Adjournment

Motion: *by Marian Walsh that the meeting be adjourned at 7.54 p.m.*

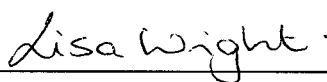
Carried

The next Board meeting will be held on Thursday January 11th at 7pm.

Certified Correct:



Tanelle Nash
Chair



Lisa Wright
Recording Secretary