



Attendees Sandra Baker (Chairman), Kayla Lorenzen (Library Manager), Blanche Lemire, Jonathan Clark, Tiare Dewart, Jennifer Carpenter. Mark Barber, Dave Cox, Mike Barkwith.

Apologies None

1.0 Meeting called to order at 19:04

2.0 Approval of Agenda and minutes

Agenda – Mark Barber – Approved by vote

Welcome to the new board member for the Town of Pincher Creek – Jennifer Carpenter.

Minutes – As amended Dave Cox – Approved by vote.

3.0 Financial report - Tiare Dewart

The first instalment of the annual grant from the Town has been received.

Motion by Tiare to accept the report as presented. Approved by Vote.

Motion to go into camera 19:19 – personnel matters – Jonathan

Motion to come out of camera 19:52 Jennifer

Motion to correct the staff salary grid...

During 2016, the Policy Committee developed and recommended a Staff Salary Grid. It was presented to the board and adopted at an in camera session and intended to come into effect January 2nd 2017.

By reason of human error the Salary Grid was never applied. Therefore in an effort to comply with board policy it is moved:

- * That the established Salary Grid be passed and implemented retroactively to January 2nd 2017.
- * That the affected staff both current and past, be compensated for unpaid wages.
- * That contributions obligations (EI, CPP and LAPP) of the board be addressed.
- * That an accredited accountant or accredited auditor assist in the process to ensure accuracy and transparency.
- * That the paymnt of unpaid wages and board contributions will be paid from Reserve Funds (Current Assets).

Motion to accept the proposals , Jennifer , Seconded Jonathan – Approved by Vote

A review of the policy document for the salary grid and hours , tabled for the next regular board meeting.

Tiare and Kayla will liaise and discuss the selection of a suitable accountant or auditor.

5.0 Building Expansion

Motion to go into camera 20:01 – Jonathan

Motion to come out of camera 20:24 Blanche

Motion to by Mike to review and revise the RFP to be completed by April 3rd
Approved by vote

Board members were a requested to send on any ideas or contributions to be included in the revision process.

6.0 Other Reports

Chairman – Sandra – none

Manager – Kayla

Kayla presented both her report and the outreach co-ordinators report.

A table has been booked at the Pincher Creek Chamber of Commerce Trade show on the 28th and 29th of April. Volunteers will be need to man the booth during both days.

Town of Pincher - Family and recreation facility planning meeting to be arranged.

MD of Pincher Creek - Budget review and capital investment strategy in process.

Village of Cowley – Cowley included our newsletter in their utility bill mail out.

Carls None

7.0 New Business

Motion to approve the 2023 budget as presented

Motion to approve the budget – Tiare, seconded by Jonathan – Approved by vote.

Committees Finance and personnel policy tabled for nest regular meeting.

Easter holiday library hours. 7th to the 10th of April, Library to be closed.

Motion to accept the proposed Easter hours Blanche – Approved by vote.

Plan of service – survey and information on services to be carried out

8.0 Correspondence

8.1 letter from the Province increasing the annual grant by at least 5%

8.2 Letter from Brenda Rottger confirming here resignation from the Library Board.

9.0 Other Business – None

Next Meeting 19th April 19:00 at the Library

Meeting adjourned 19:43 - Motion by Jonathan