



**Attendees** Sandra Baker (Chairman), Kayla Lorenzen (Library Manager), Jonathan Clark, Tiare Dewart, Kassandra Chancey, Dave Cox, Gord Tolton, Debbie Reed  
Mike Barkwith.

**Absent**      **Apologies**      Mark Barber

**1.0**      **Meeting called to order at 19:00 -**

**2.0**      **Approval of Agenda and minutes**

Additional Agenda item – Library ZOOM account, Dave Cox Approved by vote

The following corrections :-

The approval of the financial report as presented for 31<sup>st</sup> December 2023.

9.6      Revised - Approved by vote

9.8.2    words added not removed.

Motion to approve the amended minutes Approved by vote

**3.0**      **Financial report - Tiare Dewart**

The financial position has been reviewed. We have had three pay periods and the expenditure is within the budget expectations. The utilities, also remain within the estimates.

Motion to accept the report as presented Tiare Approved by vote

**4.0**      **Building and expansion**

No further progress, we await news from the Town following the assessments. Kayla produced some preliminary sketch ideas for both the current and proposed locations. There was some discussion on the suitability of the current site and thoughts about a move to the old Sobey's building. The view of the board is that the current location within the recreation facility offers substantial advantages.

A motion by Mike to recommend to the Town that our preferred location for any expansion is within the current location. Approved by vote

Kayla has contacted the Town and MD to arrange a meeting, with the CAO's. This meeting is scheduled for May 13<sup>th</sup> 10:00 in the library

**5.0**      **Manager's and Outreach Report**

Kayla and the outreach co-ordinator Samantha, submitted written reports.

The carpets have all been cleaned over the Easter weekend. The public wash rooms have been discussed with Adam. A patron had passed out in the men's wash room and the emergency services were called.

Viva, our long serving book keeper is retiring, we need to advertise for a replacement. Viva would like to finish no later than 1<sup>st</sup> of July. Kayla has prepared an advertisement for approval by the board. This to be placed with the Chamber and on social media.

Samantha continued to arrange speakers and programs for the library. The winter speaker series has concluded. The Thursday Jam nights are well attended. The annual Comicon event is now being planned.

## 6.0 Other reports

<b>Town of Pincher Creek</b>	Work on assessing the the Sobey's building continues
<b>MD of Pincher Creek</b>	Water and drought problems continue to be a concern.
<b>Village of Cowley</b>	None
<b>Carls</b>	None
<b>Friends of the Library</b>	Spring book sale, 7 <sup>th</sup> to 10 <sup>th</sup> of May
<b>Library</b>	It is the 50 <sup>th</sup> Anniversary of the Pincher Creek library in July

## 7.0 Policy manual revisions and reviews

<b>9.9</b>	<b>Reserve Fund</b>	No comments	– Approved by vote
<b>9.9.1</b>	<b>Transfer of Monies</b>	Review accepted	– Approved by Vote
<b>9.10</b>	<b>Procurement process</b>	This policy aligns with the Town policy, the words from the town policy to be added. Tabled for future review.	
<b>9.11</b>	<b>Grant Policy</b>	This is still to be drafted tabled for next meeting.	
<b>9.8.1</b>	<b>Volunteers</b>	The policy to be revised to include statutory vulnerable sector check – tabled for next meeting.	
<b>7.0</b>	<b>Membership and Patrons</b>	Schedule B is the wrong reference, to be deleted. Motion by Debbie to accept as revised – Approved by Vote	
<b>7.1</b>	<b>Temporary Residents</b>	Revised reference to 7.1 not 6.1. motion to accept as revised – Approved by Vote	
<b>7.1.2</b>	<b>Businesses / Organisations</b>	Reviewed, motion to accept review, Approved by Vote	
<b>7.1.3</b>	<b>Cost of Library Cards</b>	Schedule A, reviewed, motion to accept review Tiare – Approved by Vote	

## 8.0 Other Business

<b>Book budget</b>	This to be \$3500	Motion by Tiare	Approved by Vote
<b>Zoom Account</b>	Kayla recommended that Pincher Creek Library has its own ZOOM account, at present we rely on Chinook Arch. Following discussion a motion to approve a ZOOM account for one year Debbie – Approved by Vote		

Date of next meeting May 15<sup>th</sup> at 19:00

Meeting adjourned at 20:36, Gord