



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

Absent **Apologies** Mark Barber,

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

2.0 **Approval of Agenda and minutes**

Agenda – motion to accept the agenda as presented Kassandra – Approved by vote

Minutes – motion to accept the minutes as presented Jonathan – Approved by vote

Business Arising – None

3.0 **Financial report - Tiare Dewart**

Following the retirement of our book-keeper adverts have been placed but suitable candidates have not been found. Following discussions, a motion to devolve the responsibility of book keeper to our treasurer Tiare Dewart, motion approved by vote. to be effective from the date of the meeting. It was noted that Andy Burnham remains our independent auditor.

Dave Cox – 19:12

4.0 **Expansion of Library**

Kayla has corresponded with the Town and MD to arrange meetings to present our proposals to both councils. These are scheduled for the end of August at regular Council meetings. Kayla, Sandra and Mike will present our proposals. Kayla is preparing an information set and hand out for each council. Following the meeting is anticipated that the existing RFP may need revision.

5.0 **Manager's and Outreach Report**

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

Viva our book keeper has retired and following discussions our new book keeper will be our existing treasurer Tiare. With Viva before she finally retired we reviewed old documents and records. I am going to visit Cardston Library next week and a reciprocal visit will be arranged with their manager. The Library will be closed for two days August 19th and 20th for inventory.

Samantha continues to organise our outreach programmes. Comicon is later this week.

6.0 Other reports

Town of Pincher Creek	None
MD of Pincher Creek	None
Village of Cowley	None
Carls	None
Friends of the Library	None
Library	It is the 50 th Anniversary of the Pincher Creek library in July

7.0 Policy manual revisions and reviews

5.4 Employee and Board recognition

Delete “recognized in – from a local business” Dave Cox – Approved by vote

7.3 Patron Code of conduct Review accepted Jonathan– Approved by Vote

8.1 Orientation of Volunteers Review accepted Gord – Approved by Vote

8.2 Community Relations Review accepted Tiare– Approved by Vote

8.3 Attending Board Meetings The public may attend but as observers only and will be excluded from in camera (closed) sessions. Review accepted
Kassandra– Approved by Vote

8.3.2 Delegations to the Board Delete words “approved by board chair”
Review accepted Tiare– Approved by Vote

8.0 Other Business

Board basics presentation by Chinook arch staff to board members, beginning of September the time and date to be confirmed.

9.0 Correspondence – None

Date of next meeting September 18th 19:00 at the Library

Meeting adjourned at 20:18 Gord