

Attendees Sandra Baker (Chairman), Kayla Lorenzen (Library Manager), Tiare Dewart, Dave Cox, Mark Barber, Gord Tolton, Jonathan Clark, Mike Barkwith

Apologies None

1.0 Meeting called to order at 19:0

2.0 Approval of Agenda and minutes

Agenda – Add item 7.2 Chamber of Commerce Award nomination.

Motion to accept the agenda as amended Mark – Approved by vote

Minutes – Item 9.2 add motion by Gord “to” accept... Item 9.3 Xerox misspelt

Motion to accept the minutes as corrected Gord – Approved by vote

3.0 Business Arising from the minutes – None

4.0 Reports – Financials – Tiare

The balance sheet and profit and loss sheets were presented. There have been sixteen pay periods and as predicted previously we are slightly over the budget by \$7k. The utilities are less than forecast at present. We have presented our 2026 budget to the joint council await their response.

Motion by Tiare to accept the financial review as presented – Approved by vote

5.0 Other Reports

5.1 Library expansion –

We have a further meeting with the joint council on 17th of December. We have received from the architect .re-imagine their final concept design report.

5.2 Board Chair - none

5.3 Manager and Outreach –

The new payroll system administered by the town for our staff will incur an addition cost of \$3250pa. We have arranged for a temporary replacement for Samantha whilst she is on medical leave. We have still to hear back from the Town about the lease agreement.

We have a new “OPEN” sign after the old original broke. In the event of the expected school strike we are making plans with the recreation centre to offer enhanced services for children during the day.

5.4 Town / MD and Cowley

5.4.1 Town – Elections are due in October

5.4.2 MD - – Election due in October

5.4.3 Cowley – Dino days were a great success

5.4.4 Friends of the Library Book sale October 8th - 10th

5.5 **Carls** Budgets being prepared

6.0 Policy Manual

6.1 **3.2.2 Purchases** Reviewed – Approved by vote

6.2 **3.2.3 Gifts and Donations** – “Gifts and donations are accepted at the discretion of the library “ to replace note on duplicate items – Approved by vote

6.3 **3.3 Provision of Library materials** – reviewed – Approved by vote

6.4 **3.3.1 Provision of library materials normally lent** – reviewed – Approved by vote

6.5 **3.3..1.1 Loan periods – covered in schedule B** reviewed – Approved by vote

7.0 New Business

7.1 **Organisation Flow chart** Kayla presented a Pincher Creek and District Library Organization Flow Chart, this was accepted as information

7.2 **The Library has been nominated for awards at the Chamber of Commerce annual award ceremony,** Community Organization Impact and Flora for employee of the year

8.0 Correspondence - None

9.0 **Date of next meeting** October 15th 19:00 at the Library

10.0 **Adjournment** – 20.15 Tiare Dewart

Signed Chair Date

Minutes recorded by Mike Barkwith