

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

1.0 Meeting called to order at 19:00

1.1 Approval of Agenda Add item 7.2 MD board member appointees.
Approval of agenda as amended motion by Dave – Approved by vote

2.0 Approval of Minutes

Financial Report - motion to accept the report not review.
Motion by Dave to accept the minutes as amended – Approved by vote

3.0 Business Arising from the minutes

We still await a reply regarding the lease agreement with the Town. Replies on a number of matters have been slow coming from the Town.

Library book sale held by the friends of the Library had good results.

4.0 Reports – Financials – Tiare

The balance sheet and profit and loss sheets were presented. As predicted previously we are slightly over the salary budget by \$6k. The utilities are less than forecast at present, gas being under the estimate but electricity over. The insurance amount is over the estimate.

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

5.0 Other Reports

5.1 Library expansion – None

5.2 Board Chair - none

5.3 Manager and Outreach – Kayla submitted a detailed written report.

We have received notification of the 2026 budget allocation. The amount requested has been reduced by \$16K. This leaves us with some options, which were detailed in Kayla's report. Use some of our reserves, reduce opening hours, do not give staff any pay rises.

Whilst our outreach co-ordinator has been on sick leave her replacement Shelby has done an excellent job. Our three student have settled in well and enjoy working at the library

5.4 Town / MD and Cowley

5.4.1 Town – Elections are imminent

5.4.2 MD -- The existing council all returned by acclamation

5.4.3 Cowley –

5.4.4 Friends of the Library - None

5.5 **Carls** Executive meeting, no change to the Lethbridge precept.

6.0 Policy Manual

6.1 3.3.1.2 Penalty provisions for overdue, damaged and lost library materials
Schedule C Reviewed, – Motion by Tiare to accept the review Approved by vote

6.2 3.3.2 Provision of library materials in languages other than English
Reviewed, – motion by Mike to accept the review – Approved by vote

6.3 3.3.3 Provision of Library materials to Print impaired patrons
Reviewed, – motion by Jonathan to accept the review – Approved by vote

7.0 New Business

7.1 Council Budget Decision

We had requested an 11% increase to cover utility costs and staff pay rises. We were allocated 4.75%. Further discussion on this was tabled until the next meeting
Motion to table – Approved by vote

7.2 Board member appointees.

It was agreed that the Library would advertise for new representatives from all three councils.
Motion by Dave to advertise for new board members – Approved by vote

8.0 Correspondence - None

9.0 Date of next meeting November 19th 19:00 at the Library

10.0 Adjournment – 20.09 Jonathan Clark

Signed Chair Date

Minutes recorded by Mike Barkwith