

- Attendees** Sandra Baker (Chairman), Kayla Lorenzen (Library Manager), Tiare Dewart, Mark Barber, Gord Tolton, Sara Hossain, Susan Knight, Tony Bruder, Mike Barkwith
- Apologies** Debbie Reed

1.0 Meeting called to order at 19:02

Introduction to our new members, Susan Knight, Sara Hossain and Tony Bruder (MD)

1.1 Approval of Agenda – approved by vote

2.0 Approval of Minutes – approved by vote

3.0 Business Arising from the minutes none

4.0 Reports – Financials – Tiare

The profit and loss account and balance sheet were presented. The utilities, gas were under the budget estimate and electricity over the budget forecast..

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

5.0 Other Reports

5.1 Library expansion – No further news. We await further considerations from the Town.

5.2 Board Chair - The annual Southern Alberta Library Conference SALC April 17th at the Lethbridge & District Exhibition Agri-food & Trade Centre; all board members are encouraged to attend. April 22nd is the Town and MD volunteer appreciation supper.

5.3 Manager and Outreach – Kayla and Samantha submitted detailed written reports. A laptop was stolen but later recovered undamaged. A revised inter-municipal agreement has been sent to all three councils. We met with the Town to discuss the terms of our lease in particular the 15% utilities levy. The outreach programs continue with story time, D&D club, Lego, craft corner and the evening winter speaker series.

5.4 Town / MD, Cowley and Friends

5.4.1 Town – The town continues to discuss the proposed expansion to the library in their strategy meeting along with the library use of the redundant space previously in use as a gym.

5.4.2 MD – none

5.4.3 Cowley – Cowley hall is hosting a high tea fundraiser on May 22nd.

5.4.4 Friends of the Library - None

5.5 Carls Budget discussions continue, there is a executive meeting next week to approve the budget

6.0 Policy Manual review process

6.1 4.3.2 Acceptable use of Public Access Computers

Discussion around printing costs, the grant establishing ten free pages some while ago. It was agreed that the free pages facility be removed. A further consideration was any impact on existing by-laws. A subsequent review of the by-laws showed that it was not included in the ratified copy. A motion to remove the ten free pages by Tiare – Approved by vote

6.2 4.3.3 Technology assistance

Reviewed Motion by Gord to accept the review– Approved by vote

6.3 4.3.4 Children

The text to be revised to public access computers motion by Tiare to accept the revision – Approved by vote

6.4 4.3.5 Printing and other services

Tabled pending by-law review

7.0 New Business

7.1 Library Lease agreement

Following discussion with the town on the lease agreement, the outcome was received as information.

7.2 2026 Budget approval

The Pincher Creek and District Public Library Board moves to approve the Pincher Creek and District Municipal Library's budget of \$338,420.00 for the 2026 financial year. Mark – Approved by vote

7.3 Approval of annual report for PLSB

Motion by Mark to approve the annual report – Approved by vote

7.4 Easter closure hours proposal by Kayla Motion by Mark to approve the Easter closure days – Approved by vote

7.5 Election of Vice chair to replace Jonathan.

Call for nominations, there being only one Gord Tolton Approved by vote

Motion at 20:14 to go into camera – personnel matters Mike Barkwith – Approved by vote

Motion at 20:16 motion to come out of camera Sara – Approved by vote

Motion to approve the recommended salary increase for the library manager Mike Approved by vote

8.0 Correspondence -

8.1 letter from Municipal affairs for the 2026 Ministers award.

8.2 Tiare informed the board of a report on suitable materials for school and associated libraries she has received. This was noted for information.

9.0 Date of next meeting March 25th in the Library at 19:00 Subsequent meeting April 15th

10.0 Motion to adjourn Tiare 20:31 Approved by vote

Signed Chair Date

Minutes recorded by Mike Barkwith