

Attendees Sandra Baker (Chairman), Kayla Lorenzen (Library Manager), Tiare Dewart, Mark Barber, Gord Tolton, Susan Knight, Mike Barkwith

Apologies Debbie Reed, Tony Bruder, Sara Hossain

1.0 Meeting called to order at 19:01

1.1 Approval of Agenda Motion by Gord to accept the agenda – approved by vote

2.0 Approval of Minutes Motion by Mark to accept the 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. There has been eight pay periods and the expenditure is within the budget estimates. The gas and electric utilities also remain with the budget forecast. The grant received from the friends of the library has been transferred to the book budget.

5.0 Other Reports

5.1 Library expansion – Mike Discussion on the use of the now unused ex-gym space, A means of direct access from the library is needed to enable the library to make best use of the space. Kayla will meet with local builders LINK to get some budget costs. It is also proposed to meet with the town and MD joint council again to present our proposals and needs.

5.2 Board Chair – Sandra - An excellent SALC was attended.

5.3 Manager and Outreach – Kayla and Samantha submitted detailed written reports. The telephone system is now being changed over to VOIP (Voice over internet protocols) The joint inter-municipal agreement has been ratified by the three councils and will be signed in the next few weeks. Kayla attended the joint council meeting with Robin from CARLS who gave a presentation. The revised library by-laws have been accepted by all three councils. Samantha's visits to Pikanii Daycare continue. We have more evening talks in May and June and comicon next weekend.

5.4 Town / MD, Cowley and Friends

5.4.1 Town – Presentation by Robin from CARLS

5.4.2 MD – Presentation by Robin from CARLS

5.4.3 Cowley – None

5.4.4 Friends of the Library – Book sale great success thanks to all the volunteers.

5.5 Carls Lethbridge no increase for the per capita levy.

6.0 Policy Manual review process

6.1 5.1.1 Working Alone Policy

Tabled from previous meeting –

Motion to accept the revisions – Mike approved by vote

6.2 5.1.2 Emergency Procedure Policy

Motion to accept the policy as amended – Susan Approved by vote

6.3 5.2.1.1 Impairment Policy

Motion to accept the policy as reviewed – Mark Approved by vote

6.4 5.2.2.1 New Employee Orientation

New policy - Motion to accept the new policy as presented

Gord – Approved by vote

7.0 New Business

7.1 Staff Salaries COLA raises and salary grid schedule 11.13 – table B.

Motion to accept the proposed cost of living (COLA) rise for library staff and amend the salary schedules Mike – approved by vote

7.2 Bill 28 from the province.

This bill and its regulations will affect libraries within Alberta. The implications are being considered and a joint response from all libraries is being prepared.

7.3 2027 Library Budget

Following discussions, the proposal from Kayla to ask for a 7.5% increase was agreed. Motion to prepare the 2027 budget proposal to the Town and MD based on a 7.5% increase – approved by vote

8.0 Correspondence - None

9.0 Date of next meeting June 26th in the Library at 19:00

10.0 Motion to adjourn Sandra 20:24 Approved by vote

Signed Chair Date

Minutes recorded by Mike Barkwith