

Town of High River Library Board

Minutes

April 18, 2023

In attendance: Mary Zazelenchuk, Pat Shorrock, Jenny Jones, Jim Graham, Laura Byers, Karen Orser, Lynne Thornton, Mai-Ann Sprung

Regrets: Holly Ottewell, Monique Durette,

1. **Call to Order** – Pat Shorrock called the meeting to order at 7:02
2. **Approval of Agenda** – Lynne moved to accept the agenda.
3. **Approval of the minutes** – Lynne moved to approve the minutes of the March 21, 2023, meeting be approved with one correction to the Marigold Meeting report in the minutes (meeting start time is at 9:30am). Seconded by Charlie. Carried.
4. **Standing Committees**
 - 4.1 **Finance and Planning Committee** – no meeting
 - 4.1.1 Need to work further with Mitesh from RBC to align the THRL policy with what RBC does. Monique will revisit the policy and update accordingly.
 - 4.1.2 Town contribution to budget was increased by 2.05% over last year's budget.
 - 4.1.3 Budget P&L was incorrect – Mary will get new one prepared and sent out
 - 4.2 **Human Resources and Administration Committee** – will meet next month (May) before the Board meeting.
 - 4.3 **Marigold Board Meeting** - meeting is next week.
5. **Ad hoc and External Report**
 - 5.1 Town of High River – Jenny Jones (via email)
 - 5.1.1 Volunteer Appreciation Day
- 6 **Librarian's Report** - Formal report submitted and attached
 - 6.1 Community Services Recovery Fund (administered through United Way and Gov't of Canada) – grant was approved for \$45,000.
 - 6.2 Awarded 2 grants for summer student co-ordinators
 - 6.3 Haven't heard back from Young Canada Works– their grants fund 70% of the wage
 - 6.4 Town is rolling-out a new payroll service. Rumour is that it will save some administration costs.
 - 6.5 Transcribed all comments from Showcase High River – lots of fantastic, positive comments and feedback.
 - 6.6 Mary will put together a list of repair/maintenance work that needs to be done to the building and grounds that we can submit to the Town – if they are hiring new people, they can make sure they've got the list of things that need to be done.
 - 6.7 Participating in Picnic with a Purpose, and will include the Book Bike
 - 6.8 Hoping to do a few more interviews for summer students.
 - 6.9 TikTok account has been a little stale since last summer, but hoping the students might re-engage there.
 - 6.10 Book Spine Poetry – Toronto Raptors

- 7 **Old Business** - Advocacy How-To Guide (from Regional Libraries)
 - 7.1 Increases to funding should happen more often than every 6-7 years.
 - 7.2 Roll-out programs at local libraries
 - 7.3 Can we get a document with important “value” numbers we could use if we approach the candidates? – Mary will put it together for end of April that we can use in our attempts to reach out to candidates.
 - 7.4 Perhaps after the election, we should put together a government interaction plan?
- 8 **New Business**
 - 8.1 Policy for review/approval – Accessibility and Provision of Service to Patrons Unable to Use Conventional Print
 - 8.1.1 Motion: The HRL Board agree to adopt the revised Accessibility and Provision policy as amended through preceding discussion.
 - 8.1.2 Moved by Charlie, Second, Karen. Carried.
- 9 **Correspondence** (none)
- 10 Jim moved to adjourn meeting @ 7:49pm.