

Town of High River Library Board Minutes - September 22, 2020

In attendance: Jim Graham, Eunice Schmuland, Mary Zazelenchuk , Pat Shorrocks, Cathy Couey, Natacha Gougeon

Regrets: Donna Kille, Lynne Thornton

- 1. Chair – Jim Graham** called the meeting to order at 7:02 pm
- 2. Approval of Agenda** – Cathy moved to accept the agenda with the addition of 8.4 – Trustee Attendance
- 3. Approval of the minutes** – Pat moved the minutes of the June meeting approved as circulated, 2nd Natacha – Carried
- 4. Standing Committees**
 - 4.1 Finance and Planning Committee
 - No formal report
 - Will meet October 1, 2020 @ 7 pm
 - 4.2 Human Resources and Administration Committee
 - Cathy, Natacha, Lynne and Jim did meet with regards to Mary's performance evaluation – see attached copy
- 5. Ad Hoc and External Report**
 - 5.1 Town of High River
 - Town Office has reopened
 - Online meetings still being held
 - Good Neighbour Bylaw is being presented for feedback
 - RecPlex – Large ice surface is opening September 21, the rest of the facility will be a staged re-entry
 - Youth Task Force
 - Challenged with recommendations for the Mini Golf site
 - Received MSF Funding – redoing small rink and curling rink ice surfaces
 - 5.2 Friends
 - No formal report submitted
- 6. Librarian's Report**
 - Formal report submitted
- 7. Old Business**
 - 7.1 Arts & Culture Committee – Martha Houston Fund
 - Tabled this item until the October meeting

8. New Business

8.1 Plan of Service

- Need strategic plan
- Board Members to interview 2 community members
- The Finance and Planning Committee need to meet
 - **Action:** Mary to send out possible dates
 - **Action:** Members need to look at the survey questions – with possible updates to include Technology, COVID etc.

8.2 Sign Update

- CPR Bridge Piece
 - Jim made a formal request to Town – Town would like to see how the vision will look
 - **Action:** Jim will compile a proposal

8.3 Stronger Together online Conference (Thurs. Oct 1 & Fri. Oct 2)

- Motion made by Cathy: For the Library to close Thursday October 1, 2020 for professional development 2nd Pat, Carried

8.4 Trustee Attendance

- A trustee can't miss 3 consecutive meetings
- Jim has advised Trustee of her status – she then did miss the next meeting
- Jim will meet with her again for a commitment

Note: Town will revisit application/interview process

9. Correspondence

- See attached – Alberta Public Library Services Branch

10. In Camera

- Discussion held
- Out of Camera
- Motion made by Natacha: That Director, Mary Zazelenchuk be moved to the next salary increment effective June 1, 2020, 2nd Pat, Carried

11. Adjournment – adjourned by Natacha at 8:15 pm.

Next Meeting on October 20, 2020

Jim Graham - Chair

Eunice Schmuland – Recording Secretary