

**Town of High River Library Board**  
**MINUTES**  
**September 20, 2022 at 7:00 pm**

In attendance: Mary Zazelenchuk, Pat Shorrock, Natacha Gougeon, Jim Graham, Mai-Ann Sprung, Laura Byers, Lynne Thornton, Monique Durette  
Virtually: Holly Ottewell and Jenny Jones  
Regrets: Karen Orser

1. Call to Order - Pat calls meeting to order at 7:02pm
2. Approval of Agenda - Mai-Ann moves to approve amended agenda. Carried.
3. Approval of minutes of June 21, 2022 meeting - Jim moves to approve minutes as presented. Carried.
4. Standing Committees (reports)
  - 4.1 Finance and Planning Committee - meeting to be set for next week.
  - 4.2 Human Resources and Administration Committee - meeting to be planned for a fall policy review at a later date. Manager review/evaluation at 7pm September 27th.
  - 4.3 Marigold Board Meeting Report - (Lynne) review of bylaws and constitutional content
5. Ad Hoc and external Reports
  - 5.1 Town of High River - (Jenny) first meeting back after summer break, over a 100 town members attended. AUMA convention is in Calgary next week. The administration team has the new budget in the works as well. Town planning is occurring and meetings and online surveying is continuous.
6. Librarian's Report
  - 6.1 Report - formal report submitted.
7. Old Business
  - 7.1 Capital projects - In conjunction with the town, possibilities to use budget on major projects (eg. soundproofing meeting rooms, installing an electronic sign outside of the library, etc.). Ideas from members are welcome.
8. New Business
  - 8.1 Library investments - Library bonds matured at the end of August 2022. Some of the gains will go towards remaining membership fee free for 2023 (\$25,000). Based on current interest rates and the similarity of the one versus two year investment periods, one year will be sufficient. Other funds may be used to set aside for capital funding or other large scale

projects. Jim moves to pull an additional \$5,000, Pat 2nd. Carried.

8.2 Temporary Secretary - Someone else will volunteer at the next two meetings (October, November) while Holly is in Australia.

8.3 Staff vaccination policy - COVID rapid tests remain available, staff almost all currently vaccinated, staff have the option to wear masks, and if cases increase again a mask mandate may be resumed to protect staff and patrons. As the country loosens restrictions and removes mandates, and is no longer tracking cases (so the town and library cannot as well) consideration to remove policy is due. Monique moves to remove policy, Natacha 2nd. Carried.

8.4 December meeting moved forward to 2<sup>nd</sup> Tuesday in December (Tuesday, December 13). This will be a Holiday meeting/celebration.

9. Correspondence - no new correspondence

10. Adjournment - Lynne moves to adjourn 8:05

**Next meeting – October 18, 2022 – 7:00 pm**

Submitted by Holly Ottewell

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Pat Shorrock, Chair