

Town of High River Library Board
MINUTES
February 21, 2023 at 7:00 pm

In attendance: Mary Zazelenchuk, Pat Shorrocks, Karen Orser, Mai-Ann Sprung, Jenny Jones, Lynne Thornton, Monique Durette, Charley Hepler

Regrets: Jim Graham, Holly Ottewell, Laura Byers

1. Meeting called to order. Charley agreed to take minutes.
2. Agenda approved. Moved by Lynne. Carried.
3. Lynne moves to approve Minutes of January 17, 2023 TOHR Library Board Meeting, Mai-Ann seconded. Carried.
4. Standing Committees (reports)
 - 4.1 Finance and Planning Committee – Met and created draft Investment Policy.
 - 4.2 Human Resources and Administration Committee - HR & A Committee is planning on meeting before every second meeting. Next meeting of HR & A committee will be March 21 at 6 pm.
 - 4.3 Marigold Board Meeting Report - Lynne gave the report. The next Marigold Board Meeting is April 22 (Saturday).
5. Investment Policy - Monique reviewed the handouts. Monique explained the meaning of the policy in terms of preserving the principal when investing. Monique moved to approve the investment policy as presented. Karen seconded. Motion carried.
6. Ad Hoc and external Reports Town of High River – (Jenny). Budget was approved.
7. Librarian's Report - Formal report submitted. Annual report content is complete. Formatting is not yet complete. Wide ranging discussion ensued.
Action item: Trustees will review the Advocacy How-To Guide. Discussion will be held at next meeting.
8. Old Business - no old business to address
9. New Business
 - 9.1 Annual Report - reviewed material. Discussion of how volunteer hours are calculated. Discussion of change of layout. Mai-Ann moves to approve annual report, Karen seconds, motion carried.
 - 9.2 Investment Policy - Discussed out of order. See item 5 above.
 - 9.3 Committee Appointments: Charley is appointed to the HR and Admin committee.
 - 9.4 Closure on May 10 Marigold Conference. PD for staff.
10. Correspondence. Shared in package.

Adjourned. Lynne moved.

Next meeting March 21, 2023 at 7 pm.

Submitted by Charley Hepler

Pat Shorrock - Chair