

Town of High River Library Board
Meeting Minutes
April 16, 2024 at 7:00 pm

In attendance: Pat Shorrock, Mary Zazelenchuk, Monique Durette, Ruthanne Koyama, Cahina Yontz Alves, Charley Hepler, Laurette LaPlante, Mai-Ann Sprung, Anita van Rootselaar, Karen Orser

Regrets: Jenny Jones

1. Call to Order: Pat Shorrock called to order at 7:03 p.m.

2. Approval of Agenda: Conflict of Interest Affirmation added to New Business, Charley Hepler moved to accept the agenda.

3. Approval of minutes of March 19, 2024 meeting: Laurette LaPlante moved to accept minutes.

4. Standing Committees (reports)*

4.1 Finance and Planning Committee: have not met since the last meeting, will plan to meet in early June before the June board meeting

4.2 Human Resources and Administration Committee: drafted a memorandum of understanding for Friends of the High River Library. Board reviewed the MOU and it will be sent to the Friends for review.

4.3 Marigold Board Meeting Report: Next Marigold meeting is April 20, 2024. Laurette will report after the next meeting.

5. Ad Hoc and External Reports

5.1 No External Reports

6. Librarian's Report

6.1 Report: The library will be shut down for 1-2 weeks for maintenance, a long term member of the Friends passed away, as well as a sibling of the COO of the Marigold System, sympathy cards have been passed around to send our condolences. The Little Britches Parade is on May 18th. The Library was awarded a SILP grant for a new 22-month position dedicated to settlement, language, and integration, as well as Young Canada Works grants for summer staff. The bookkeeping post has received applications. Heartland has inquired about filming at the High River Library, and Mary has asked for allowance to close the Library as needed for this. An art exhibit has been put up for several weeks. Marigold is investigating updating the user interface for accessing items online to make them more user-friendly. Marigold Conference is on Wednesday, May 15, board members are invited to participate. Cahina and Mary met with town staff regarding accessibility at the Library. A second accessible parking spot will be added, and in the future they will plan to improve other points of accessibility around the Library.

7. In Camera

Will set an agenda item for the next meeting to complete an action plan for addressing budgetary concerns, where we will determine who will work on it and what steps will be taken to address concerns.

8. Old Business:

8.1 Review Plan of Service - have completed a majority of goals outlined in the Plan of Service to date, including program delivery, directing programming to new residents and seniors, having more items available for easy use to encourage play, engagement, and community building, build partnerships with Rec Plex, schools, FCIS, and other community organizations, will continue to work on advertising available resources and programs to encourage community use and involvement.

Notes for the next Plan of Service: strong principles of freedom of speech, diversity, equity and inclusion principles, growing services for easier remote access, have unstaffed options/budget conscious options for expanding available services using resources the Library already has access to.

9. New Business

9.1 Conflict of Interest Affirmation - all board members attending in person (Cahina, Charley, Ruthanne, Pat, Anita, and Laurette) signed document, Mary will email the document to those attending over Teams to sign.

10. Correspondence: Letter from Ric McIver, Minister of Municipal Affairs - no more details are currently available on the changes to the *Libraries Act*.

11. Adjournment: Ruthanne Koyama moved to adjourn at 8:54 p.m., Cahina Yontz Alves seconded.

Next meeting May 21, 2024 – 7:00 pm

Submitted by Anita van Rootselaar

Pat Shorrock - Chair