

**OLDS & DISTRICT MUNICIPAL LIBRARY
BOARD MEETING
November 18, 2020
MINUTES**

Present:

Staff:

Lesley Winfield (Library Manager)
Marilyn Thiessen (Assistant Librarian)

Board:

Shawna Cevraini (Chair)	Carolyn Horne (Member)
Dwayne Fulton (County Rep/Vice Chair)	Glenice Grover (Member)
Heather Ryan (Council Rep.)	Lisa Szafron (Member)
Barb Olsen (Treasurer)	Linda Ausum (Member)
Inez Hannett (Secretary)	

1. **Call to Order:** Shawna Cevraini called the meeting to order at 6:31 p.m.
2. **Approval of Agenda as amended:** Carolyn Horne moved, seconded by Heather Ryan that the amended agenda be approved. Motion Carried.
3. **Approval of Minutes:** Inez Hannett moved, seconded by Barb Olsen, that the Minutes be adopted as presented. Motion Carried.
4. **Outstanding Business:**
 - a. **Community Relations Committee:** needs new members, Linda Ausum and Lisa Szafron volunteered. Lisa also volunteered for the Personnel Committee. Barb Olsen moved, seconded by Dwayne Fulton, that we accept the new members to the committees. Motion Carried.
5. **New Business:**
 - a. **Volunteer/ Staff Christmas:** This would probably be gift cards. Community Relations committee has \$700 set aside for staff and volunteers. Would need about \$15-20 per person, that is 11 staff and about 30 volunteers. Carolyn Horne moved, seconded by Linda Ausum that the Community Relations Committee purchase the gift cards for the staff and volunteers. Motion Carried.
 - b. **Parkland Regional Library Update:** Heather Ryan reported that the new building is operational and the move-in was accomplished quite smoothly and on budget. Heather is again an executive volunteer, attended the AGM on Zoom; elections were held. The budget remains the same; Heather Ryan moved the adoption of her report, seconded by Glenice Grover, Motion Carried.
 - c. **Budget Engagement:** on Sept. 1-2, 77 people participated in creating a Citizen Budget, paid for by franchise fees from Fortis and Atco; the Library, the Museum and the Evergreen Centre were the venues most supported by the group, but there was a wide range of projects and venues that received some support. Dwayne Fulton moved, seconded by Lisa Szafron, that the report be accepted as presented. Motion Carried.

- d. **Budget 2021:** Barb Olsen reviewed the budget; the library staff have been encouraging people to make a donation in lieu of membership fees. They only do this for people who are already prepared to pay something. Barb Olsen moved that we accept th 2021 budget as presented, seconded by Glenice Grover. Motion Carried

6. **Correspondence:** none

7. **Committee and Executive Reports (if anything further)**

a. **Chair's report (Shawna)** – no report

b. **Committee Reports (if any)**

- **Personnel** – (Shawna, Inez, Lisa),(change in membership)
- **Finance** – (Barb Olsen, Dwayne) Nothing further to report
- **Community Relations:**(Heather, Carolyn, Linda, Lisa) please note changes in membership. 13 packs of Hallowe'en cookies were sold, plans for a Read-a-thon; \$750 already from the Christmas request for donations; the Committee will meet on Dec. 9th at 6:30 p.m. to finalize the purchase of gift cards for the Volunteer/Staff Christmas.
- **Safety** – (Heather, Carolyn)

c. **Librarians Report:** Banff Mountain Film Festival can be accessed by an affiliate link, so that we get paid for each person who links in.; staff are working on kits for crafts; 5300 people participated in programs, both virtual and in person; circulation is down; an increase in people coming in for exam proctoring.

Barb Olsen moved the adoption of the committee reports, seconded by Linda Ausum. Motion Carried.

8. **Next Meeting Date & Time: December 16th, 2020 at 6:30 p.m.**

9. **Adjournment:** Shawna Cevraini adjourned the meeting at 7:52 p.m.