



## BANFF PUBLIC LIBRARY BOARD MEETING

### Minutes

Wednesday, March 27, 2024

7:00 pm at Library

**In Attendance:** Ali Buckingham, Corrie DiManno, Candice Noakes, Liz Seybold, Monica Dominguez, Paul Hickling, Kayla Cazes, Manuela Olibera-Dorn

1. **Call to Order: 7:09 p.m.**

2. **Consent Agenda:**

Moved by M. Dominguez **CARRIED**

- a. **Approval of Agenda**
- b. **Financial Statements**
- c. **Reports**
- d. **Minutes of February**

3. **Training/Outside Presentation:**

75<sup>th</sup> Anniversary

To commemorate and celebrate the Banff Public Library's 75<sup>th</sup> anniversary in 2024 the following has been happening: monthly author talks, overall programming with a theme of 75, and collecting stories from the community about the Banff Public Library. Dec. 14, 2024 is the date of the anniversary. The board gave feedback to enhance incorporating the 75<sup>th</sup> anniversary into marketing efforts.

4. **Old Business:**

- a. 75 Anniversary

The board would like to host a celebration on Friday, Nov. 15, 2024. The goal is to invite people into the library and make it a 'thank you' to the community for supporting the library for 75 years.

Tasks: M. Dominguez will lead the process of acquiring a liquor license in April. Entertainment can be determined by B&P committee. Administration will brainstorm how to present the stories that are being collected. C. DiManno, P. Hickling, M. Dominguez, and C. Noakes are volunteering to help organize the event.

5. **New Business:**

- a. Bylaws



Moved by L. Seybold that the Bylaws be accepted with the removal of the fee schedule and presented to Council for adoption **CARRIED**

b. Schedule of Fees

The Schedule of Fees will be determined and set by Administration in accordance with The Libraries Act and regulations. This clause will be added to appropriate financial policies. The board will review an amendment to the financial policy at a future board meeting.

c. HR 7 Staff and Board Facility Use

Moved by L. Seybold that the Staff and Board Facility Use policy (HR7) be approved as amended **CARRIED**

d. LC 3 Collection Development

Moved by P. Hickling that Collection Development (LC3) be approved as amended **CARRIED**

e. LM2

Moved by M. Dominguez that LM2 be approved as amended **CARRIED**

f. Marigold Library System Conference – It is being hosted on May 15-16.

Moved by C. DiManno that the Banff Public Library be closed May 15-16 for the Marigold Library System Conference and for professional development **CARRIED**

If board members are interested in attending, please contact S. McCormack by April 15.

**6. Reports:**

- a. HR&F (Human Resources and Finance)
- b. BD&P (Board Development and Policy) Committee
- c. Librarian's Report - S. McCormack
- d. Council Report

**Banff:** The petition for the pedestrian zone will likely be verified or not by April 15. Second reading for the Railway Lands Area Redevelopment Plan is on April 22. The public hearings for several housing policy changes will be on June 10 at 9 a.m.

**1D9:** The Banff Public Library's Grant in aid application was successful

e. Marigold Report

Marigold is preparing for the conference in May.

**7. Next Board Meeting: April 24, 2023 - 7 p.m. at library (or hybrid)**

- a. **HR & F Meeting April 22 – 6:30 p.m.**
- b. **BD & P Meeting April 10 - 6 p.m.**

Moved by M. Dominguez to adjourn at 8:16 p.m. **CARRIED**