



BANFF PUBLIC LIBRARY BOARD MEETING

Meeting Minutes

Wednesday, October 26, 2022

Attendance: Alexandra Janecke, Manuela Olibera-Dorn, Courtney Maxwell-Alves, Melissa Carroll, Alison Buckingham, Monica Dominguez, Sarah McCormack

Regrets: Kaylee Ram, Ted Christensen

1. **Call to Order:** Call to order at 7:40pm
2. **Consent Agenda: 01-10-26-2022 moved by A. Janecke**
 - a. **Approval of Agenda**
 - b. **Financial Statements-** Financial statements moved to next meeting; add to next meeting minutes
3. **Minutes of September 29, 2022 02-10-26-2022 moved by A. Janecke**
4. **Training/Outside Presentation: Overview of Upcoming Year**
5. **Old Business:**
 - a. **Open Hours**
 - i. Discussion regarding open hours of the library and extending the operating hours until 7pm Mon-Thursday (10am-7pm) Friday would be the exception as there is yoga every Friday at 6:15pm; Sarah suggested closing the library at 6pm on Fridays to allow time for the programming.
 - ii. Weekend opening hours would remain unchanged.
 - b. Sarah to provide sensor readings to monitor foot traffic with the opening hours changes Information to be reviewed at the January 2023 board meeting
 - c. Change operating hours effective Nov 14/22 to 10am-7pm Monday to Thursday, Fridays 10am-6pm and weekend hours would remain unchanged 11am-5pm **03-10-26-2022 moved by A. Buckingham**
6. **New Business:**
 - a. Policy – BD & P Policy L 3 – Collection Management



- i. Changes presented
- ii. **Motion to Approve policy changes as presented - 04-10-26-2022 moved by M. Dominguez**
- b. Policy LC 5 – Donations –HR & F
- c. Changes presented
- d. **Motion to Approve policy changes as presented - 05-10-26-2022 moved by A. Buckingham**

7. Reports:

- a. HR&F (Human Resources and Finance)- A. Buckingham
 - i. Nothing new to report aside from the policy review LC5
- b. BD&P (Board Development and Policy) Committee- M. Dominguez
 - i. Nothing new to report aside from policy review L3
- c. Librarian's Report - S. McCormack-
 - i. Report has been saved to board meeting package
- d. Council Report – K. Ram and T. Christensen Banff Councillors absent from meeting; A. Janecke
 - i. Nothing new to report from ID9
- e. Marigold- M. Olibera-Dorn
 - i. Nothing new to report

8. Next Meeting: November 30, 2022 – 7:30 pm at library (or hybrid)

9. Adjournment: Motion to adjourn at 8:37 pm – M. Carroll 06-10-26-22