



A handwritten signature in blue ink, likely belonging to a board member or staff member.

BANFF PUBLIC LIBRARY BOARD MEETING

Agenda

Wednesday, January 25, 2023

7:30 pm at Library

Present: Ali Buckingham, Sarah McCormack, Liz Seybold, Monica Dominguez, Alexandra Jenecke

Regrets: Candice Nokes

Absent: Ted Christensen, Kaylee Ram, Courtney Maxwell-Alves, Manuela Olibera-Dorn

1. Call to Order: 7:35pm

Not enough members present to make quorum

Monica Dominguez appointed as note keeper 7:35pm

2. Approval of Consent Agenda:

3. Training/Outside Presentation: S. McCormack

a. Start for general information started for 2024 strategic plan (1-5 year plan)

b. TOB community assessment to be released at the end of January 2024- will help develop/ guide Library's actions and ensure a robust plan. Sarah looking for input from board members on making a general 1-year plan until TOB information is out.

c. Ali suggests do a full review and update (Gap Analysis) of current plan to identify any gaps that need to be filled. I.e. Indigenous communities, aging communities etc- maintain a "live" working document of strategic planning.

d. Revisit pandemic plan & integrate with current strategic plan- what did we learn? What could we have done better

e. Board members to review Plan of Service documents on Teams and roles- determine level of involvement the board wants in the Plan of Service

4. Old Business- Fundraising Overview of goals and philosophy: Ali Buckingham

a. Robust conversation is necessary to determine overarching goals and priorities of fundraising efforts- ensure they align with our vision, mission and strategic planning

b. concerns regarding canvassing current library members and board members for donations and support- we want the library to be a safe/ open/ welcoming safe for everyone regardless of income level or contributions made. We want to meet our philosophies while maintaining accessibility

c. Base funding comes from TOB, ID9, and Marigold Fundraising should not impact core funding operations- we need a framework/ guideline for what fundraising funds will be used



for and be
programming”

specific so that its tangible/ visible for donors. More specific than “extra

5. New Business:

- a. Melissa’s Resignation from Board- Sarah sent email to Libby to see if we can draw from pool of applicants. Libby and TOB council to decide if we can fill vacant position before Fall
- b. Website scavenger hunt- board members to complete give any feedback to Sarah
- c. 75th Birthday Celebration- December 14, 2024; overarching reach with Plan of Service opportunity for collaborations with other organizations and partners {Whyte Museum, BCCF}, events and engagement such as monthly stories from Catherine Robb Whyte, 75 stories/testimonials
- d. HR Draft Financials- Ali to touch base with Barb about getting employee’s files to be stored at the Library instead of TOB
- e. Looking into the legality of HR&F Policy
- f. Looking for sponsors for Little Free Pantry
- g. Quiet room for Lake Louise proposed- good opportunity for partnership with BPL & Marigold

6. Reports: Moved to February Board meeting

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

7. Next Meeting: February 22, 2023 – 7:30 pm at library (or hybrid)

8. 8:55pm Adjournment