



Brooks Public Library Board – Meeting Minutes

6:00 pm – Thursday, March 28

1. Call to Order: 6:07 pm
2. Approval of the Consent Agenda
 - a. Moved by: Kimberley
 - b. Voted: All in Favour
3. Rest of Agenda
 - a. Moved by: Nigel
 - b. Voted: All in favour
4. Consent Agenda
 - a. February 2013 Board Meeting Minutes
 - b. March Receipts and Expenditures
 - i. Comparative Income Statements 2012 to now in April
 - ii. Project budget on screen
 - c. HR & F Report (Chair, Nigel)
 - i. Verbal report
 - ii. Meeting March 28, 10:30 am
 - iii. Account Statements: GICs and Capital accounts
 - iv. Recommendation:
 1. 30 000 invest with CFSEA managed account
 2. 7 000 in endowment fund
 3. 55 000 (or remainder) in Capital Savings Account
 4. Create a Business Plan to complement the Plan of Service
 - v. Policy development and recommendations
 - vi. Head Librarian contract
 - d. BD & P Report (Chair, Amber)
 - i. Written/Verbal Report (attached)
 - e. Head Librarian report

- i. Verbal report
 - ii. Bandit's game recap
 - iii. Teen memberships and events are going well
 - f. Board Chair Report
 - i. Verbal report
 - ii. Met with Martin
 - 1. Lots of contacts in the community
 - iii. Met with Recreation, Parks and Culture Board regarding passes for Leisure Centre for our catalogue
 - 1. They will recommend to City that they move forward with this
 - iv. Sarah's schedule and contract – shares schedule with Lisa and Lisa shared that with board
5. Business arising from the February 2013 Board meeting minutes
- a. Head Librarian Contract
 - i. Motion: Nigel
 - ii. Voted: All in favour
 - b. GIC reallocation
 - i. Recommendation:
 - 1. 30 000 invest with CFSEA managed account
 - 2. 7 000 in endowment fund
 - 3. 55 000 (or remainder) in Capital Savings Account
 - 4. Create a Business Plan in 2013 to complement the Plan of Service
 - a. Motion: Amber
 - b. Voted: All in favour
 - c. Rose garden and outdoor spaces
 - i. Bill Watson and his class have offered to build our outdoor furniture in the spring
 - ii. Sarah will call Alvin from City for removal
 - d. Bandit's game recap
 - i. The intermission game went well
 - e. Lighting and Safe Communities
 - i. Not much to report. Keep on agenda

6. New Business

- a. Board email and drive access
 - i. bplboard@shortgrass.ca
 - ii. 4201 Avenue
 - iii. Board Chair/Secretary will moderate
 - iv. Create automated reply
- b. Nametags
 - i. Will keep in Sarah's office
- c. Other

7. Adjournment: 6:58 pm

8. Next Board Meeting: 6pm, Tuesday, April 23, 2013

Board Chair

Head Librarian