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Rocky Public Library



MINUTES

Rocky Mountain House Library Board Wednesday, April 24, 2024 7pm Library Meeting Room

Present: Ben Worth, Lori Pratt, Deb Skeels, Sydney Graham, Karen Travis,
Tom Haennel, Ken Moesker

Absent: Mimi Cole

1. CALL TO ORDER

The meeting was called to order by Chair Lori Pratt on Wednesday, April 24, 2024, at 6:57 pm.

1.1 Agenda and Minutes

1.1.1 Additions/changes to the agenda: The agenda was amended to include Item for Information: 4.3 Introduction of new board member.

1.1.2 Motion #730 Tom moved to adopt the agenda for tonight's meeting as amended. Seconded by Karen. **CARRIED**

1.1.3 Motion #731 Sydney moved to adopt the March 27, 2024 meeting minutes. Seconded by Ken. **CARRIED**

2. ITEMS FOR DECISION

2.1 Financial Report: Ben presented the financial report. Ken enquired about the Helen Hunley Funds and Showcase Cinema. Ben and Lori explained them. There were no other specific comments.

Motion #732 Tom moved to accept the financial report as presented.



Seconded by Ken. **CARRIED**

2.2 Policy updates: Two new proposed facility policies were reviewed.

The first was FP-7 Library Programs and Displays. The intent of this policy is to guide staff when making programming choices and to explain the criteria upon which such decisions are made. Minor changes were made to some wording. The second new policy is FP-15 Video Surveillance of Facility and Property. This policy will provide guidance on the use of a video surveillance system. Some adjustments may be required to ensure policy and video system capabilities are aligned once the equipment is installed. Forms associated with these new policies were also added. Other minor wording changes were also made.

Motion #733 Tom moved to adopt the policy updates as discussed.

Seconded by Sydney. **CARRIED**

3. ITEMS FOR DISCUSSION

3.1 New library programs and displays: This item was discussed as an Item for Decision above.

3.2 Library Closures: The library has had three unscheduled closures in the past four months. Ben explained this is due to insufficient staffing as the result of unexpected staff illness. Policy requires two staff to be scheduled during hours of operation. Ben is interviewing for an additional casual position to address this issue.



3.3 May 11th roadside clean-up: As a fund-raiser, the library has signed up to do two sections of roadside clean-up on May 11th. We have been assigned the stretch from the intersection of Hwy 752 and the Everdell Road south to Everdell Hall and the section from Everdell Hall south to the Prairie Creek Road. A safety drill and equipment is provided. Any board members able to help should contact Ben. Family members welcome.

4. ITEMS FOR INFORMATION

4.1 Library Manager's Report: Ben presented his report. Funding was received to help pay for a summer reading club program assistant. The leak in the roof of the library was successfully fixed and only minor damage occurred. Market on Main is returning this summer. Ben will provide a sign-up schedule closer to the time.

4.2 Library usage stats to the end of March, 2024: E-usage is up considerably. Tom asked about video subscription services. Ben explained that PRL attempted this but were charged per use. This made it cost-prohibitive. Ben showed the board some of the e-resources available through the library webpage.

4.3 Introduction of new board member: Ken Moesker has replaced Len Phillips as the town council rep on the board. An orientation for Ken will be set up with Ben and Lori. Anyone other board members may also attend. Welcome Ken! There is still a vacancy for a member-at-large from the town.

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5. CORRESPONDENCE: None.

6. ROUND TABLE DISCUSSION: Everyone took turns introducing themselves to Ken, who also provided his background. Deb mentioned the library may be approached to participate in the Canada Ground School for flying. More on that to follow.

7. NEXT MEETING: May 22, 2024 7 pm

8. ADJOURNMENT: Motion #734 Tom moved to adjourn at 8:30 pm.
Seconded by Deb. **CARRIED**