

FORESTBURG PUBLIC LIBRARY

June 12, 2025

PRESENT: Elaine Fossen, Sylvia Jahns, Eddie Reyvan, Gen Beauregard, Caroline Boddy,

Caroline called the meeting to Order @ 6:00 P.M.

Elaine moved that we add Casino as an addition to action items. Carried

Elaine moved to accept the agenda with the addition. Carried

The minutes of the meeting of May 8th, 2025 were reviewed. As there were no errors or omissions, Sylvia moved that the draft minutes be accepted as presented. Carried.

ACTION ITEMS: Casino – June 30th and July 1st Still require 2 evening positions for the Casino. Caroline has put the word out to the friends but has not received a response. She will contact people that she knows to ask if they will fill those positions. Day shift is from 1 – 8 p.m. and evening shift is from 7:30 p.m. to 2 a.m. Rooms have been reserved at the Ramada Hotel.

CORRESPONDENCE: Caroline indicated that she receives notices from Parkland Library about courses being offered to managers, staff and board members. Wondering if any board members would be interested in attending them. It was decided that Caroline will ask Jessica to send out the notices to the board for their information.

TREASURER'S REPORT: Updated financial statement for the month of May, 2025, was presented. Elaine moved that we approve cheque numbers 71 through and including 73. Carried.

MANAGER'S REPORT: As Jessica has been ill, Caroline updated the board. Programs are continuing, have not yet hired summer students, Jodie has been filling in for Jessica.

The application for the Canada Summer Jobs grant was unsuccessful. Discussion about whether or not the library should hire the summer staff and if the summer reading program should proceed.

After review of the financial statements and the fact that the board is confident that the Library can afford it, Elaine moved that we proceed with the summer programs and hire two summer students, the costs to be fully borne by the library.

Next meeting will be September 11, 2025.

As all matters were dealt with, the meeting was adjourned at 6:40 p.m.



Chairperson



~~Manager~~

Secretary

Forestburg Public Library

Read Learn Connect

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Reporting: Jessica Hermanson

Date/Period reporting for: **May/June 2025**

PROGRAMS/EVENTS

May 2025

- **Songs Stories & Sparkles** continues
- **Book club** on hold for the summer
- **Kids Can Publish** – On hold for the summer
- **Tea Time** – Moved to Thursday at 2:00

June 2025

- **Songs Stories & Sparkles** Fridays from 10:30 to 11:30.
 - Great themed crafts. Kids are familiar with Jody and involved in crafts and play.
 - Fathers' day craft
- **Tea Time** - Changing to Thursday
- Fathers Day Display
- Promoting for Summer Reading Program throughout the month. Posters and flyers posted at the School.

MANAGER TO-DO LIST

- **Clarify Job Descriptions:**
 - Circulation Desk and After School Students completed
 - Creating documents and to-do list for programming and manager
- Review contracts for employee
 - We will do this end of June as Summer Reading Program begins
- **Summer Reading Program**
 - Previous years Forestburg Library has opted out of the TD Reading program and ran their own program for the summer
 - As registration ended in Jan/Feb 2025, I will be planning the program. First 4 weeks have been planned, kits ordered etc.
 - Looking to hire two students for Summer Reading Program. Last year cost for employment was \$7,400.