

## Forestburg Library Board

The Forestburg Library Board meeting was called to order by Caroline Boddy at 6pm on November 13, 2025. There were 4 members present and the library manager. The members present were Sylvia Jahns, Eddie Rayven, Gen Beauregard and Caroline Boddy.

Gen moved the agenda be adopted as presented, all in favour, carried

Gen moved the minutes from October 9, 2025 be approved as read, all in favour, carried

### Action Items:

Municipal Affairs- we are one step closer to receiving our municipal grant monies as we need to correct the annual report. This will be completed next week by Kelly and Caroline.

Plan of Service- the plan of service surveys have been collected and a summary will be provided by Parkland so that we may complete our Plan of Service.

Policies- Kelly explained the need for an unattended child policy. Kelly read her draft and will present the polished policy at our next meeting for approval.

Cameras- Kelly would like security cameras for the library so we can more closely monitor all areas of our space. Kelly is suggesting that we have 4 cameras: front door, back door, and 2 corners. The Village thought they might be able to help us purchase these cameras at a price of \$300 to \$600. If the Village cannot help us out, the board is in favour of making the purchase.

Library Space Plan- Parkland did a plan for our library suggesting many changes in configuration. Kelly and Eddie will provide the board with what we would like to do for our next meeting as there are a few changes we can make.

Grants- Kelly found a list of grants and while none were for flooring exactly, she will get a ballpark quote from Tim and then armed with that information will see if the Village has an interest in helping us with getting new flooring in our space.

Correspondence- an update was given regarding Jessica Hermanson. I got a call from the RCMP, an email from Parkland with a complaint of harassment that they are not responding to, and a call from Workplace Health and Safety also about harassment. Jessica felt that she was harassed by Jody and the Chair of the Forestburg Library Board.

Treasurer Report- Sylvia moved that we approve cheques number 88-93, all in favour, carried

We need a new treasurer next month as Gen has resigned. Our current signing authority people are Caroline, Elaine, Sarah and Gen.

Due to the ongoing move to online purchasing and the inability for the library to pay for things directly with cheques, Gen explored numerous options to pay for needed items for the library.

Sylvia moved that we pre-write cheques to Kelly for large purchases in the exact amount of the purchase which she will deposit before she uses her personal credit card to make the purchases. Additional, the board will purchase a \$50.00 pre paid credit card that costs \$5.95 to obtain and this card will be used exclusively to mail books via Canada Post. All in favour, carried

The Library Managers report was given by Kelly

There was no Village Council Report

As all the business of the library was dealt with. The meeting was adjourned at 7:15pm



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Chair of the Library Board



Secretary