



MINUTES

Rocky Mountain House Library Board

Wednesday, September 22, 2021 7pm Library Meeting Room and Zoom

Present:

Ben Worth, Robin Begin, Karen Travis, Mimi Cole, Cammie Laird, Mike Stannix

Via Zoom: Jen Lefebvre, Len Phillips, Karen Mehlhaff

CALL TO ORDER

The meeting of the Rocky Mountain House Library Board was called to order by Chair Robin Begin at 7:04 pm on Wednesday September 22, 2021.

1.1 Agenda and Minutes

1.1.1 Additions/changes to the agenda and minutes- none.

Motion #597 Mimi moved to adopted the June meeting minutes and agenda for tonight's meeting. Seconded by Cammie. **CARRIED**

2. ITEMS FOR DECISION

2.1 Financial Report: Ben presented the financial report, including current RCU balance and comparative income statement. There are still no fines as per the directive from Parkland Regional Library due to the effects of the pandemic. At the same time, there is still a lack of fund-raising (Showcase Cinema) for the same reason. Ben and Robin will prepare fund-raising letters to send to potential donors. Several businesses were suggested.

Motion #598 Cammie moved to adopt the financial report as presented. Seconded by Jen.



2.2 2022 Library Budget: The board reviewed the draft budget. Less funding is going toward purchase of materials however Parkland Regional Library provides \$15,000 for acquisitions that is not reflected in this budget. The idea was brought up to revive The Friends of the Library for fund-raising. It is still an active society and some members of the community have expressed interest. Ben will look into this and report back at the next meeting.

Motion #599 Cammie moved to forward the draft budget to the town and county councils for approval and inclusion in their 2022 budgets.

Seconded by Jen. **CARRIED**

Ben will draft a letter to accompany each budget submission.

3. ITEMS FOR DISCUSSION

3.1 Provincial COVID-19 restriction updates: Libraries are considered essential services and therefore are not eligible for the Restriction Exemption Program. Adult in-library programming is cancelled. Children's programming is also on hold due to the high number of cases in the schools. Take and Make kits are popular and being offered again. Mandatory masking and distancing is in effect.

3.2 Library Manager's annual performance review: Ben's anniversary date is November 1. The personnel committee would like to have his review conducted prior to that date. Everyone is satisfied with using the same format as last year- a self-evaluation by Ben and an anonymous survey of library staff. Robin will email the rest of the committee (Jen, Mimi and Karen T) to begin the process.

3.3 Helen Hunley Funds update: Ben explained that work has not been completed by the contractor due to injury and shortage of labor. He is hopeful the work will be re-scheduled and completed in the next few weeks.



3.4 PLSB Virtual Engagement Session on requirement to employ a professional librarian:

Karen Travis attended a virtual session put on by Public Library Services Branch as part of their Red Tape Reduction for Libraries Act Legislation. There were several sessions offered but this one was regarding the legislation that requires municipal library boards to employ a professional librarian (someone with a MLIS degree) once they reach a population of 10,000. Six of the 40 boards that are affected by this legislation do not currently meet this requirement. For system library boards the requirement is one professional librarian for every 25,000 population. All of these boards currently meet or exceed the requirement. The proposed changes to legislation are to increase the population threshold to 15,000 for municipal libraries and 30,000 for system libraries. The majority of participants in the session were not in favor of the changes. They acknowledged the value a professional librarian brings to a community at the local level. For those boards who are having a hard time finding someone it was suggested to get in contact with the U of A to possibly recruit a recent graduate of the Masters in Library and Information Studies program. Library stakeholders are invited to provide feedback on whether the requirement is appropriate and if not, what revisions should be made. An online survey is available until October 8. Karen will forward a link to it to our board and she encourages everyone to fill it out.

4. ITEMS FOR INFORMATION

4.1 Library Manager's Report – Ben's report covered activity over the summer. Staff did a great job with creative programming. Take and Make was extremely popular. Staff are attending a PRL hosted online conference Stronger Together. Cammie enquired about mental health support for staff given that these are such stressful times. Ben will find out and report back. The board would build it into the budget if necessary.

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Rocky Public Library



Motion #600 Karen T moved to accept Ben's report as presented.
Seconded by Len. **CARRIED**

5. CORRESPONDENCE:

One reminder from the County of Clearwater to submit the draft library budget by November 1.

One notification from the Province of Alberta that the public library operating grant has been sent.

6. **NEXT MEETING:** Wednesday, October 27, 2021 7 pm

7. **ADJOURNMENT: Motion #601** Jen moved to adjourn at 8:35 pm. Seconded by Mimi
CARRIED