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Rocky Public Library



MINUTES

Rocky Mountain House Library Board Wednesday, October 22, 2025 7pm Library Meeting Room

Present: Ben Worth, Lori Pratt, Karen Travis, Ken Moesker, Lynda Huseby, Elyse Morin, Mimi Cole

Absent: Barbara Gibson

1. CALL TO ORDER

The meeting was called to order at 7:02 pm by Chair Lori Pratt on Wednesday, October 22, 2025.

1.1 Agenda and Minutes

1.1.1 Additions/Changes to the agenda: Lori asked to move Item 2.2

Library Manager Performance Review from Items for Decision to 4.3 Items for Information.

1.1.2 Motion #804 Mimi moved to adopt the agenda for tonight's meeting as amended. Seconded by Lynda. **CARRIED**

1.1.3 Motion #805 Ken moved to adopt the September 24, 2025 meeting minutes. Seconded by Elyse. **CARRIED**

1.1.4 Motion #806 Ken moved to approve the minutes from the Special Emergency Meeting that took place on October 14, 2025. Seconded by Mimi. **CARRIED**

2. ITEMS FOR DECISION

2.1 Financial Report – Ben presented the snapshot of accounts and



Variance Report. He confirmed it is line 4030 Rural Services grant that is in dispute. Karen asked about line 4035 Employment Grant that does not show any funds yet. This is the Canada Summer Jobs Grant and Ben reported it has just been received.

Motion # 807 Lynda moved to approve the October 2025 Financial Report. Seconded by Elyse. **CARRIED**

3. ITEMS FOR DISCUSSION

3.1 Meeting with Clearwater County Library Board: Following the emergency meeting, Sydney Graham approached Ben, the Caroline Library and Ron Sheppard from PRLS to set up a joint meeting between the two boards. On October 21 Ben received an email from Amanda at the Caroline Public Library regarding availability. She stated that four CCLB trustees would possibly be available to meet in Caroline. Ben will respond with a proposal to meet on one of the following days: October 27, October 29, November 3 or November 10. As many RMHPL board members as are available should attend this fact-finding meeting.

ITEMS FOR INFORMATION

4.1 Library Manager's report for October: Ben presented his report. It included a response from Parkland Regional Library System that clarifies how circulation stats are compiled. The Pub Trivia night was attended by 41 people. Ben explained how it works. He and Mikayla compile the trivia questions. The winning team gets to pick a category for the next time. Lynda asked Ben to find out if it is for 18+ participants only. Ben



will get posters for the Gaming Extravaganza that takes place on November 15 and distribute them.

4.2 Library usage stats for September 2025: The trend continues for physical circulation to be steady or down slightly while e-usage is up slightly from last year. Ben noted that there are more school-aged kids in the library during the teacher's strike. They enjoy the Golden Ticket challenge.

4.3 Library Manager's performance review: The Personnel Committee met with Ben prior to the board meeting. They want to revise their report slightly and they will present it at the November meeting. Ken asked if Ben's employment agreement could be made available to the trustees. The board was reminded that the contents are confidential.

5 CORRESPONDENCE: Ben presented two pieces of correspondence. The first was a police report. The RCMP were called to the library on October 21 to remove a person who was intoxicated and posing a threat to the safety of others. They had previously been banned for similar misconduct. Ben sent a letter to impose an extended ban of six months this time. Secondly, Ben was informed by the head of janitorial services that the cleaner for the library had her phone stolen outside the library. Fortunately it was recovered however she feels unsafe returning, so accommodation is being made by janitorial services to accompany her. Installation of the security camera is still pending. Lori and Ben will bring this up at the town council meeting they are attending, along with the need for better outside lighting. This is an urgent security concern. Ken will also email the town CAO about this.

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6 ROUND TABLE DISCUSSION: Ken said the issues we are dealing with that required the emergency meeting reinforce our need to develop reserves. Municipal funding can be fickle. The importance of having Friends of the Library for fund-raising is imperative. Lynda reported the Nerdstravaganza was a big success. There was a steady stream of 10 to 12 people all day. Some had never been to the library before. This will be planned again next year. Lori was told that library funding for one community on the Sunshine Coast of BC is one million dollars for a population of 15-20,000. It is \$800,000 for another community of similar size. Most funds come from taxes paid to municipalities.

7 NEXT MEETING: November 26, 2025 7 pm.

8 ADJOURNMENT: Motion #808 Elyse moved to adjourn at 7:55 pm.
Seconded by Karen. **CARRIED**