



## MINUTES

### Rocky Mountain House Library Board

Wednesday, March 24, 2021 7pm via Zoom

#### **Present:**

Ben Worth, Robin Begin, Karen Travis, Mimi Cole, Cammie Liard,  
Jen Lefebvre, Len Phillips

#### **Absent:**

Mike Stannix, Karen Mehlhaff

### **1. CALL TO ORDER**

The meeting of the Rocky Mountain House Library Board was called to order by Chair Robin Begin at 7:07 pm on Wednesday March 24, 2021 via Zoom

#### **1.1 Agenda and Minutes**

**1.1.1** Additions/changes to the agenda- none

**Motion #577** Len moved that the agenda be adopted. **CARRIED**

### **2. ITEMS FOR DECISION**

**2.1** Financial Report: Ben presented the current bank statement and comparative income statement for the month of February, 2021. He noted that the format looks different now that we are using Quick Books.

**Motion #578** Mimi moved to accept the financial report as presented. **CARRIED**

**2.2** Helen Hunley Funds: As requested by the board, Ben obtained two additional quotes for the work previously identified. The board reviewed all three quotes.



**Motion #579** Karen Travis moved to accept the quote from Kalyn Innovations Ltd.  
Seconded by Robin Begin. **CARRIED**

**2.3 Staff Training:** Ben explained that due to past experiences with patron conflicts and challenging staff relationships, he would like to offer staff some workplace safety and sensitivity training. He has been in contact with Jan Gerke to provide a day-long Peace at Work program that focuses on interpersonal relationships. He would like to involve as many staff as possible.

**Motion #580** Mimi moved to allow the library to be closed to the public for one day, chosen by Ben, in order to facilitate this training. **CARRIED**

### 3. ITEMS FOR DISCUSSION

**3.1 Plan of Service Community Survey update:** On behalf of the Advocacy Committee, Karen T reported that as of today 163 people have responded to the library survey. Responses will continue to be accepted until March 31 so board members are reminded to encourage anyone they know in the community to participate. There are several prizes to be awarded after the deadline. The Advocacy Committee will summarize the results and compile a list of service priorities for the Plan of Service based on community feedback. This will be presented to the board at the April meeting.

### 4. ITEMS FOR INFORMATION

**4.1 Library Manager's Report –** Ben presented his report. He has applied for funding through the Canada Summer Jobs grant program to hire a summer reading club

Box 1497, 4922-52 Street  
Rocky Mountain House, AB  
T4T 1B1  
Phone: (403)845-2042  
Fax: (403)845-5633  
armh@prl.ab.ca  
[rmhlibrary.prl.ab.ca](http://rmhlibrary.prl.ab.ca)

# Rocky Public Library



assistant, but has not yet received confirmation that the application has been approved. Staff continue to provide modified services and programs in line with Step Two of re-opening. The board expressed gratitude that the public has access to the physical space.

**Motion #580** Cammie moved to accept Ben's report as presented. **CARRIED**

**5. CORRESPONDENCE:** Ben shared a letter he received from Alberta Municipal Affairs. It stated that even though the province is experiencing challenging financial decisions, funding for public libraries will remain stable. This includes funding for operational grants and as well as network supports. The board was very happy to hear that.

**6. NEXT MEETING:** Wednesday, April 28, 2021      7 pm

## **7. ADJOURNMENT**

**Motion** Robin moved to adjourn at 7:35 pm. **CARRIED**