

Sparwood Public Library Board Meeting

Held in person at Sparwood Public Library, October 28, 5:30 p.m.

Minutes

Attendees: Meagan Schindel (Board Chair) Suzanne Georgiou-Morey (Vice-Chair) Steven Dobie (Treasurer) Alex Millar, Carly Yvon, Jamie Miller, Tami Chechotko, Laurie Lowe (Director)

Regrets: Rose Sharma

Guests: Andrea Scarlett (late arrival at 6 p.m.)

Call to Order: MS called the meeting to over at 5:30 p.m. MST

Approval of Agenda: Motion made by SG-M to accept the agenda. Seconded by SD. Be it resolved that the agenda for October 28, 2024 is approved. Carried.

Approval of Minutes from September 24 meeting: Deferred till next meeting.

Operations Reports:

1. Introduction of Director

- a. Laurie Lowe started as the director on October 15. Within the first four days of opening the library, 260 people came through the doors.
 - i. Groups are utilizing the library, such as Pokemon club and the Homeschool group.
 - ii. The electrician was in to update the panel. Alex Moulton has been contacted to replace ceiling tiles as needed to meet code.

2. Resignation of Board Member

- a. Ashley Frere submitted her resignation to the board on October 1, 2024.

3. Introduction of New Board Members

- a. Tami Chechotko, Carly Yvon and Jamie Miller were welcomed to the board.
- b. Assignment of position of Secretary
 - i. Jamie Miller accepted the position of Secretary
- c. Assignment of KLF Representative
 - i. Carly Yvon accepted the position of KLF Representative.

New Business:

1. Reopening/Welcome Party

- a. Welcome party for Laurie has been tabled till a later date.

Ongoing Business:

- 1. Ratify posting for Student Wage Subsidy**
 - a. Motion made by MS on October 2, 2024 via email to post online for a student worker. RS seconded, carried.
 - i. Posting was created and listed until October 17. LL interviewed and hired a student to start work later this month.
- 2. Sunco email migration**
 - a. Quote for email migration received. SD motioned to accept the quote. TC seconded. Carried. MS to follow up with Sunco.
- 3. Governance Training**
 - a. Training with Babs Kelly to happen on November 2, 2024 at 9:00 a.m. MST.
- 4. Door Upgrade**
 - a. Front door is not up to code. Quote has been received to replace the door but not for the additional work needed to complete the renovation. AM to contact the Fire Department to receive code requirements.
- 5. Roof Repair**
 - a. LL received two quotes for replacing the flashing on the roof to mitigate the water damage occurring. LL will wait to receive an outstanding third quote before presenting final quotes to the board. LL to get additional quotes for interior repair.

Ongoing Discussion:

- 1. Financial Update**
 - a. Credit Card Statement**
 - i. SD to get a list of current signing authorities. AM motioned to add LL as SPL signing authority and to have her name on the new SPL credit card. CV seconded. Carried.
- 2. Bargaining Committee Update**
 - a. The board moved in camera at 6:35 p.m. MST
 - b. The board moved out of camera at 6:58 p.m. MST

Adjournment: MS motioned to adjourn at 7:00 p.m. MST. AM seconded. Carried.

Next Meeting: November 26, 2024 at 6:00 p.m. MST.