



**Marigold Library System
Board of Management Meeting
Saturday, January 28, 2023, 9:30 am – 12:30 pm
Virtual (Teams) Meeting**

MARIGOLD BOARD TRUSTEES IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA MD	Maxine Booker	1	Lynne Price	Nicole Dunnewold
ACME	Daniel Leronowich	2	Kristine den Boon	Nora Ott (recording)
AIRDRIE	Natasha Roberts	3	Richard Kenig	Alida Pituka
BEISEKER	Sharon King	4	Jessie Bach	Rose Reid
CANMORE	Jennifer MacAuley	5		
CARBON	Michelle Lomond	6		
CHESTERMERE	Daina Barbary	7		
CONSORT	Michael Beier	8		
CROSSFIELD	Luke Brennan	9		
DELIA	Melody Christofferson	10		
DIAMOND VALLEY	Ian Huffman	11	ABSENT TRUSTEES EXCUSED WITH MOTION	
DRUMHELLER	Margaret Nielsen	12	IRRICANA	Teresa Cameron
EMPRESS	Kelly Burgess	13	HIGH RIVER	Lynne Thornton
FOOTHILLS COUNTY	Eleanor Chinnick	14	SPECIAL AREA# 2	Helen Veno
GHOST LAKE	Corinne Smith	15	SPECIAL AREA# 4	Jodi Kurek
HANNA	Sandra Murphy	16	STRATHMORE	Melissa Langmaid
HUSSAR	Kristen Anderson	17	VACANCIES	
KNEEHILL COUNTY	Faye McGhee	18	M.D. BIGHORN	
LINDEN	Cynthia Klassen	19	COCHRANE	
LONGVIEW	Jan Dyck	20		
MORRIN	Alenda Gridley	21	ABSENT TRUSTEES WITHOUT NOTICE	
MUNSON	Leslie Landon	22	BANFF	Manuela Olibera-Dorn
OKOTOKS	Nicole Kiefuik	23	I.D.9	Alexandra Parkinson
OYEN	Ed Hogan	24	KANANASKIS I.D.	Manon Miller
ROCKYFORD	Tyler Henke	25	THREE HILLS	Carol Best
ROCKY VIEW COUNTY	Nicholas Wiebe	26		
SPECIAL AREA# 3	Elaine Michaels	27		
STANDARD	John Getz	28		
STARLAND COUNTY	Lil Morrison	29		
TROCHU	Jennifer Lyver	30		
WAIPAROUS	Janine Jevne	31	GUESTS	
WHEATLAND COUNTY	Amber Link	32	Barb Castell	Foothills County - Councillor
YOUNGSTOWN	Renee Laughlin	33		

Minutes

1 Call to Order

- J. Getz called the meeting to order at 9:30 am

1.1 Introduction of trustees, guests, and staff

- J. Getz conducted a roll call to determine which trustees and guests were present at the meeting

1.2 Recognition of new Marigold Trustees

- There are two vacancies, Bighorn and Cochrane
- There is one new Board member, Leslie Landon, representing Munson

1.3 Acknowledgement of regrets and excused absences

MOTION: M. Nielsen/E. Michaels

- That the Marigold Board excuse absent Marigold Trustees who have provided regrets with notice of their absence before this meeting
- CARRIED

2 Approval of Agenda

MOTION:L. Morrison/L. Brennan

- To approve the agenda as presented

CARRIED

3 Minutes of the November 26, 2022 Meeting

CORRECTION:

- Remove the last e in Premier in number 7, point 5

MOTION: J. Dyck/T. Henke

- To accept the minutes of the November 26, 2022, Board Meeting as amended

CARRIED

4 Consent Agenda

4.1 Transfer of agenda items from Consent Agenda

- There were no items to transfer

4.2 Motion to accept remaining Consent Agenda items

MOTION: N. Wiebe/M. Lomond

- To approve agenda items 4.1 to 4.3

CARRIED

5 Decision

5.1 Financial

5.1.1 Marigold Financial Statements to December 31, 2022

MOTION: N. Kiefuik/S. King

-That subject to audit, the Marigold Financial Statements to December 31, 2022, be accepted as presented CARRIED

5.1.2 Marigold Operating Budget 2023 – 2025

MOTION: A. Link/M. Nielsen

-To approve the final Marigold Operating Budget for 2023 – 2025 CARRIED

5.1.3 Marigold Capital and Projects Budget 2023

MOTION: N. Kiefuik/J. Jevne

- To Approve the Marigold Capital and Projects Budget 2023 CARRIED

5.2 Policies/Plans

5.2.1 Constitution – Governance

MOTION: K. Anderson

-To approve the Marigold Library System Constitution CARRIED

5.2.2 Procedural Bylaws – Governance

MOTION: K. Anderson

-To approve the Marigold Library System Procedural Bylaws CARRIED

5.2.3 Code of Conduct – Governance

MOTION: K. Anderson

-To approve the Board Member Code of Conduct CARRIED

MOTION: I. Huffman/M. Nielsen

-To amend the motion to approve the Board Member Code of Conduct with shall instead of should, as suggested by I. Huffman CARRIED

5.2.4 Appointment Plan for Marigold Board Members – Governance

MOTION: K. Anderson

-To approve the Appointment Plan for Marigold Board Members CARRIED

5.2.5 Orientation for Marigold Board Members – Governance

MOTION: K. Anderson

-To approve the Orientation for Marigold Board Members Policy CARRIED

5.2.6 Contingency Plan for Finance – Finance

MOTION: N. Kiefuik

- To approve the Contingency Plan for Finance CARRIED

- 5.2.7 Collection Management Policy and Schedules A (Statement on Intellectual Freedom and Libraries) and D (Criteria for Selection, Weeding and Disposition) – Standards & Standards

MOTION: M. Booker- To approve the Collection Management Policy and Schedule A (Statement on Intellectual Freedom and Libraries and Schedule D (Criteria for Selection, Deselection and Disposition) CARRIED

- 5.2.8 Collection Management Policy Schedule B – Distribution of Materials 2023 – Standards & Services

MOTION: M. Booker
-To approve Collections Management Policy Schedule B – Distribution of Materials 2023 CARRIED

- 5.2.9 Collection Management Policy Schedule C – Shared Collections & Bestseller Program 2023 – Standards & Services

MOTION: M. Booker
-To approve Collection Management Policy Schedule C – Shared Collections & Bestseller Program 2023 CARRIED

- 5.2.10 Transfer Payments Policy – Standards & Services

MOTION: M. Booker
-To approve the Transfer Payments Policy CARRIED

- 5.2.11 Transfer Payments Policy Schedule A – Services Grant 2023 – Standards & Services

MOTION: M. Booker
-To approve Schedule A – Services Grant 2023 (Transfer Payments Policy) CARRIED

- 5.2.12 Transfer Payments Policy Schedule B – Community Library Grant 2023 – Standards & Services

MOTION: M. Booker
-To approve Transfer Payments Policy Schedule B – Community Library Grant 2023 CARRIED

- 5.2.13 IT Capacity Fund Policy and Schedule A (IT Capacity Fund 2022) – Standards & Services

MOTION: M. Booker
-To approve the IT Capacity Fund Policy and Schedule A (IT Capacity Fund 2023) CARRIED

6 Items from the Consent Agenda

-There were no items from the Consent Agenda

7 Roundtable Discussion: “What book or movie have you enjoyed that you would recommend that everyone read or watch?”

- Lessons in Chemistry - Book by Bonnie Garmus

- Wise Gals: The Spies Who Built the CIA and Changed the Future of Espionage – Book by Nathalia Holt
- The Girl from Guernica – Book by Karen Robards
- A Man called Otto – Movie based on the Book entitled A Man called Ove, by Fredrik Backman
- All Quiet on the Western Front – Movie based on the 1929 novel of the same name by Erich Maria Remarque
- Black Swan of Paris- Book by Karen Robards
- Playing the Long Game - Book by Christine Sinclair
- Indian in the Cabinet: Speaking Truth to Power – Book by Jody Wilson-Raybould
- Peaceful Parent, Happy Kids: How to Stop Yelling and Start Connecting – Book by Laura Markham
- Born a Crime: Stories from a South African Childhood – Book by Trevor Noah
- Power of One -Book by Bryce Courtenay
- Where the Crawdads Sing – Book by Delia Owens also a movie
- Nomadland: Surviving America in the Twenty-First Century – Book by Jessica Bruder also a movie
- When Women were Dragons – Book by Kelly Barnhill
- My Hygge Home – Book by Meik Wiking
- True Reconciliation; How to be a Force for Change – Book by Jody Wilson-Raybould
- Leonardo da Vinci – Book by Walter Issacson
- The Puzzle Woman – Book by Anna Ellory
- 21 Things You May Not Know About The Indian Act – by Bob Joseph
- Let Him Go – Movie
- The Watchmaker's Daughter: The True Story of World War II Heroine Corrie ten Boom- Book By Larry Loftis
- Rez Rules: My Indictment of Canada's and America's Systemic Racism Against Indigenous Peoples – Book by Chief Clarence Louie
- The Woman King – Movie
- On Safari with Bwana Game – Book by Eric Balson
- Everything, Everywhere, All at Once – Movie
- Ginger Tree- Book by Oswald Wynd

8 Information

8.1 2022 Highlights & Achievements

-Specifics about 2022 Highlights and Achievements can be found in the background notes. Lynne Price, CEO for Marigold, summed up the past year:

- 2022 was a very successful transition year
- Pine Street Condo Corporation was formed
- A full year of operations in new facility
- Resilience and stability in the face of duty; highly productive culture during a time of many changes and turnover in several manager positions, plus CEO

- Borrowers increased
- Demand for Interlibrary loans increased
- More collaboration with member libraries and other partners
- Established a hybrid work environment to improve work/life balance
- Filled three key positions
- Marigold staff demonstrated attention to cost-efficiency given supply chain increases and spiking costs across the board, creativity in meeting objectives, and responsiveness in customer service and work ethic
- Langdon Community Library became a reality
- Marigold supported Morrin, Rumsey, Airdrie with plans to move into a new facility
- New Plan of Service is in progress, presented to Executive after months of gathering feedback, will be presented to the Board in April
- Marigold is highly functional because the Board is engaged and asks questions.

8.2 ALTA Report

- N. Roberts reported that the conversations at ALTA meetings were focused on connecting with political leaders about the need for funding
- ALTA is hosting monthly Coffee Chats that are open to all trustees

8.3 Indigenous Services Update

- Rose Reid, Indigenous Outreach Specialist, was busy with programming. In the Spring and Summer, the focus was on literacy and crafts. In the fall, the focus was on school visits and issuing cards. In December the focus was on special and holiday events.
- The provincial Indigenous Advisory Committee will be meeting in person this year
- Rose had a chance to visit Marigold Headquarters with an elder from the Stoney Nakoda Nation and hopes to do so again
- Rose hopes to increase visits to Bighorn and Eden Valley in 2023
- Marigold recently signed a letter of agreement to provide Three Bands Library with book deposit materials

8.4 Provincial Advocacy Documents – Regional Systems Advocacy Committee – L. Price

- Marigold Board members are the first to see these documents, which will be distributed to all library boards.
- The objective of the advocacy documents is to provide neutral advice while advocating for library services and increased funding for libraries
- Kristine den Boon, Director of Service Delivery, attended the PLSB meeting in Edmonton on January 25. The Minister of Municipal Affairs, Rebecca Shultz, was in attendance and acknowledged that she heard the message that population numbers do not address population growth or inflation

8.5 Boardable Portal Preview

- Nora Ott, Executive Support and HR Specialist, introduced the concept of using a new platform called, Boardable, for the next and future Marigold Board meetings. An invitation will be sent out to join Boardable three weeks before the April Board meeting. An instruction sheet will be included. Board members will be asked to create an account, which will provide access to documents for the meeting (documents will still be printed for in person meetings).

8.6 Updates – L. Price

- The amended Marigold Agreement has passed
- The 2023 Marigold Conference will take place on May 10, 2023. The theme is “It Starts With Us”. Trustees were encouraged to attend.
- Applications are starting to come in for the Making a Difference Awards. The deadline for submissions is February 10, 2023
- Nora Ott, Executive Support and HR Specialist, is a member of the CULC Safety and Security Working Group. The objectives of the group are to develop a Safety Tool Kit, including a Communication Strategy. It is a challenge to make libraries available for all while maintaining a safe environment for everyone
- PLSB has partnered with the Ministry of Agriculture & Irrigation to provide one-time grants for rural libraries with populations under \$20,000. The grant is intended to support economic development and resiliency in rural communities.
- A conditional offer has been made for the purchase of 710 2 Street. The offer is for \$1.2 million dollars. The closing date for the sale is April 1, 2023. Marigold staff check the property regularly. Maintenance on the building is ongoing.

8.7 Upcoming **April Board Meeting and AGM:** Saturday, April 22, 2023, 9:30 am in person, Strathmore, Marigold Library System & Western Irrigation District Community Room

August Meeting: The August meeting is scheduled for Saturday, August 26, 2023, at 9:30 am and will be held in the Community Room at the Marigold building in Strathmore.

November Meeting: Lastly, the November meeting is scheduled for Saturday, November 18, 2023 at 9:30 am. This meeting will take place virtually via Boardable

8.8 Marigold Board Orientation: Saturday, February 11, 2023 – Virtually via Teams

- Members were urged to contact Lynne Price to register.
- If members cannot attend on this date, they can set up an individual date to meet with Lynne Price to discuss Marigold Board practices

8.9 Information Sharing - Roundtable

Sheep River The Sheep River Library Board will remain in effect until March 2023 when they will become the Diamond Valley Library Board. The province has required an inventory list of all furniture and equipment to determine the value. I. Hoffman has offered to share his inventory system with other trustees

Acme A new school is being built. The school-housed public library has been involved in the planning and will have a larger space when the project is completed

Drumheller The Drumheller Library Society contributed 111 books to the Salvation Army hampers at Christmas. The Society has also made a donation to the Dolly Parton Imagination Library which now has 70 subscribers. Four new computers and monitors have been given to the Drumheller Library

Youngstown The Youngstown Library would like to add an after-hours book drop and is looking for ideas to reduce vandalism

Ghost Lake Would like to implement the idea that children can read away fines in the library

9 **Book Draw**

“Rock the Shack: The Architecture of Cabins, Cocoons and Hide-Outs” by Sven Ehmann was won by N. Wiebe representing Rocky View County

10 **Adjournment**

DECLARATION:

J. Getz declared the meeting adjourned at 11:58 am

Signed documents on file at Marigold

Board Chair

CEO