



**Marigold Library System  
Board of Management Meeting  
Saturday, August 26, 2023 - 9:30 am – 12:30 pm  
MARIGOLD HEADQUARTERS**

MARIGOLD BOARD TRUSTEES IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA MD	Maxine Booker	1	Lynne Price	Laura Taylor
ACME	Daniel Leronowich	2	Kristine den Boon	Emily George
BEISEKER	Sharon King	3	Richard Kenig	Nora Ott (recording)
CANMORE	Riley Yeager     ALTERNATE	4	Jessie Bach	Alida Pituka
CHESTERMERE	Daina Barbary	5	Kim Visser	Jennifer Muckle
COCHRANE	Christopher Gillespie	6		
CONSORT	Michael Beier	7	Jenn Laskosky	
CROSSFIELD	Luke Brennan	8		
DELIA	Melody Christofferson	9	<b>ABSENT TRUSTEES EXCUSED WITH MOTION</b>	
DRUMHELLER	Margaret Nielsen	10	AIRDRIE	Natasha Roberts
FOOTHILLS COUNTY	Eleanor Chinnick	11	BANFF	Manuela Olibera-Dorn
GHOST LAKE	Corinne Smith	12	CARBON	Michelle Lomond
HANNA	Sandra Murphy	13	COCHRANE	Christpher Gillespie
HIGH RIVER	Lynne Thornton	14	DIAMOND VALLEY	Ian Huffman
HUSSAR	Kristen Anderson	15	EMPRESS	Kelly Burgess
IRRICANA	Teresa Cameron	16	KANANASKIS I.D.	Manon Miller
I.D.9	Alexandra Parkinson	17	OKOTOKS	Nicole Kiefuik
KNEEHILL COUNTY	Fay McGhee	18	SPECIAL AREA# 4	Jodi Kurek
LINDEN	Cynthia Klassen	19	THREE HILLS	Carol Best
MORRIN	Alenda Gridley	20	WAIPAROUS	Janine Jevne
OYEN	Ed Hogan	21		
ROCKYFORD	Tyler Henke	22		
ROCKY VIEW COUNTY	Nicholas Wiebe	23	<b>VACANCIES</b>	
SPECIAL AREA# 2	Helen Veno	24	M.D. BIGHORN	
SPECIAL AREA# 3	Elaine Michaels	25	LONGVIEW	

STANDARD	John Getz	26		
STARLAND COUNTY	Lil Morrison	27	ABSENT TRUSTEES WITHOUT NOTICE	
STRATHMORE	Melissa Langmaid	28	MUNSON	Leslie Landon
TROCHU	Jennifer Lyver	29		
WHEATLAND COUNTY	Amber Link	30	GUESTS	
YOUNGSTOWN	Renee Laughlin	31	Sharon Brown	ALTERNATE for Ghost Lake

## MINUTES

### 1. Call to Order

- J. Getz called the meeting to order at 9:32 am

#### 1.1 Introduction of delegates, guests, and staff

-Delegates, guests, and staff introduced themselves

#### 1.2 Recognition of new Board members

-There are currently no assigned trustees appointed for the M.D. of Bighorn and the Village of Longview  
- Christopher Gillespie is the new trustee representing the Town of Cochrane

#### 1.3 Acknowledgement of regrets and excused absences

**MOTION:** C. Smith/M. Beier

-That the Marigold Board excuse those absent Marigold Trustees named in the minutes who have provided notice of the absence before this meeting

CARRIED

### 2. Approval of Agenda

**MOTION:** L. Thornton/T. Cameron

-To approve the agenda as presented

CARRIED

### 3. Minutes of the April 22, 2023, Meeting

**MOTION:** E. Michael/A. Parkinson

-To accept the minutes of the April 22, 2023, Board Meeting as presented

CARRIED

### 4. Minutes of April 22, 2023, Annual General Meeting

**MOTION:** T. Henke/K. Anderson

-To accept the minutes of the April 22, 2023, Annual General Meeting as presented

CARRIED

### 5. Consent Agenda

#### 5.1 Transfer of agenda items from Consent Agenda

#### 5.2 Motion to accept remaining Consent Agenda items

**MOTION:** C. Klassen/M. Nielsen

-To approve consent agenda items 5.1 to 5.3

CARRIED

## 6. Decision

### 6.1

#### Financial

##### 6.1.1 Financial Statements to July 31, 2023 (Balance Sheet & Income Statement)

**MOTION:** A. Link/M. Christofferson

-That subject to audit, the Marigold Financial Statements to July 31, 2023, be accepted as presented  
CARRIED

##### 6.1.2 Budget Estimates 2024

**MOTION:** L. Morrison/T. Cameron

-To accept, for information, the Marigold Budget Estimates for 2024, as presented  
CARRIED

##### 6.1.3 Former Marigold Headquarters Building - Real Estate Update

-Lynne Price, CEO, provided an update on the Old Headquarters Building and Sale

-On May 12, 2023, the sale became final. The building sold for 1.2 million dollars and because Marigold is a registered Charity, capital gains taxes do not have to be paid on the amount

### 6.2

#### Policies/Plans

##### 6.2.1 Finance Committee – recommendation – Executive

**MOTION:** M. Booker

- To approve the dissolution of the Finance Committee  
CARRIED

##### 6.2.2 Building Committee – recommendation – Executive

**MOTION:** M. Booker

- To approve the dissolution of the Building Committee  
CARRIED

##### 6.2.3 Schedule C Ad Hoc Committee – recommendation – Executive

**MOTION:** M. Booker

- To approve the dissolution of the Schedule C Ad Hoc Committee  
CARRIED

##### 6.2.4 Advocacy Committee – recommendation – Executive

**MOTION:** M. Booker

- To approve the dissolution of the Advocacy Committee  
CARRIED

##### 6.2.5 Standards & Services Mandate Statement – Executive

**MOTION:** M. Booker

- That the Standards and Services Committee Mandate Statement be approved  
CARRIED

##### 6.2.6 Schedule B (Community Library Grants) – Transfer Payments Policy – Standards & Services

**MOTION:** M. Booker

-That the Transfer Payments Policy – Schedule B (Community Library Grants) be approved  
CARRIED

##### 6.2.7 Board Member Roles & Responsibilities – Governance

**MOTION:** K. Anderson

-That the Board Member Roles & Responsibilities Policy be approved  
CARRIED

6.2.8 Library Service Points - Grievance Appeal Process Policy – Governance

**MOTION:** K. Anderson

- To approve the Library Service Points – Grievance Appeal Process Policy

CARRIED

6.2.9 Library Service Points – Workplace Harassment Prevention Policy – Governance

**MOTION:** K. Anderson

- To approve the Library Service Points – Workplace Harassment Prevention Policy

CARRIED

6.2.10 Library Service Points – Bylaws for Safety and Use – Governance

**MOTION:** K. Anderson/L. Morrison

- That the Library Service Points – Bylaws for Safety and Use be given first reading

CARRIED

**MOTION:** K. Anderson/T. Cameron

- That the Library Service Points – Bylaws for Safety and Use be given second reading

CARRIED

**MOTION:** K. Anderson/C. Klassen

- That the Library Service Points – Bylaws for Safety and Use be given third reading

CARRIED

**MOTION:** K. Anderson

- That the Library Service Points – Bylaws for Safety and Use, having been given three readings, be accepted as presented

CARRIED

6.2.11 Library Service Points – Hours of Service Policy – Governance

**MOTION:** K. Anderson

- To approve the Library Service Points – Hours of Service Policy

CARRIED

6.2.12 Library Service Points – Collection Management Policy – Governance

**MOTION:** K. Anderson

- To approve the Library Service Points – Collection Management Policy

CARRIED

6.2.13 Board Meetings Policy – Governance

**MOTION:** K. Anderson

- To approve the Board Meetings Policy

CARRIED

6.2.14 Board Member Compensation Policy – Governance

**MOTION:** K. Anderson

- To approve the Board Member Compensation Policy

CARRIED

6.2.15 Governance Policy - Governance

**MOTION:** K. Anderson

- To approve the Governance Policy

CARRIED

**7. Items from the Consent Agenda**

-There were no further items added to the consent agenda

**8. Roundtable Discussion: Question on Agenda**

-Members shared their favourite eResource offered by Marigold, and explained why they loved the resource. Some of the resources mentioned by Marigold Trustees were:

University research	Frontier Life
Libby/Overdrive	Calgary Herald Archive
cloudLibrary	Cypress Resume
hoopla	Ancestry Library Edition
Freegal	TRAC
Press Reader	Solaro
Flipster	Consumer Reports
Creative Bug	Grant Connect
Auto Repair Source	
Pronunciator	

## 9. Information

### 9.1 Meet the Staff –

-Emily George, Collections Services Consultant, talked about her work at Marigold

-Emily's service areas are:

- Acquisitions
- Cataloging
- Processing
- Conversions
- Re-assignments
- Donations

### 9.2 October is Canadian Library Month

- Jessie Bach, Communications & Engagement Manager, provided information on Canadian Library Month taking place in October. This year's theme is Libraries for Life

### 9.3 COO Updates

-Marigold is recruiting for the position of "Collection Services & Resource Sharing Clerk"

- Laura Taylor completed a presentation to the Carbon Library Board and is scheduled to complete another for the Airdrie Library Board soon

-Airdrie celebrated their groundbreaking ceremony and hope to see completion of their new library facility in 2025

-Marigold will be acquiring a new e-resource, "Brain Fusion"

-The Summer Reading Program concluded with 30 member libraries taking advantage of Marigold's Student Programmer

-Another summer student was hired to assist Rose Reid with programs for the Stoney Nakoda Nation

- "Library Leaders", is scheduled to take place on September 13, 2023. Trustees who are interested in attending were encouraged to contact Jennifer Muckle to register

### 9.4 CEO Updates

-Lynne Price has streamlined the new Board member Orientation and invited interested trustees to sign up for a new session

- Presentations to Acadia Valley and High River councils have been completed and a council presentation has been scheduled for Special Areas

-Lynne Price has reached out to the Mayor of Airdrie to discuss what services Marigold provides (versus the local library)

-Promotional materials have been shared with the CAOs of different municipalities

-Banff is collaborating with Lake Louise to help residents of the Charleston Residence fire that destroyed accommodation for hundreds of Lake Louise staff

-Miriam Thompson, Communications and Marketing Specialist, will be returning to work from her leave in September

9.5 Upcoming Board Meetings

-The November meeting will be held virtually on Teams, on Saturday, November 18, 2023, at 9:30am

-The January meeting will be held virtually on Teams, on Saturday, January 27, 2024, at 9:30 am

9.6 Information Sharing - Roundtable

ACADIA MD – A new library manager has been hired

HUSSAR – The Hussar Library Board sponsored a six-week activity period this summer

STRATHMORE – Strathmore Library is saying goodbye to Ayano Ugboma and welcomes back Rachel Dyck Hughes from leave. Strathmore has welcomed evacuees from the NWT and Kelowna. Evacuees will be given free library cards

KNEEHILL COUNTY – Libraries were recognised for their value to communities at the Municipality Conference in Toronto

ACME – A new school is being built so Acme will be getting a new library as well. The new structure is slated to open in 2025

WHEATLAND COUNTY – Two new industries are moving into the county. An aircraft manufacturer and a dry wall plant and will bring investment to the community. It is hoped that there will be positive opportunities for libraries as well

ROCKYFORD – The library manager, Lisa Bennet, has provided exciting events for children this summer. A young people's theatre and a car show are two of the activities

ID 9 – The fire that burned down the staff residence was devastating. The Lake Louise community is looking for ways to get resources from other locations. They are helping staff obtain new passports, procure new electronic devices, and find places for displaced staff to live. The biggest challenge has been a lack of resources

OYEN – Sold Nevada tickets to raise money. Highly recommends selling Nevada tickets as a lucrative fundraising activity

CHESTERMERE – The Book Bike helps take the library out to different events. The summer reading program was very successful

HIGH RIVER – A Book Bike is popular. They have conducted a story walk, hosted a Beer Survivor program, and are collaborating with Okotoks for a Book Club celebration

STANDARD – Hosted a golf tournament and dinner as a successful fundraiser

**10. Book Draw**

-The winner of the book draw for, "Eat Alberta First", by Karen Anderson, was Tyler Henke, representing Rockyford

**11. Adjournment**

-J. Getz encouraged trustees to share information from this meeting with their local boards and councils

**DECLARATION:** J. Getz

- That the meeting be adjourned at 12:07 pm

**Signed documents on file at Marigold**

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Board Chair

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CEO