



**Marigold Library System  
Board of Management Meeting  
Saturday, January 30, 2021, 9:30 am – 12:30 pm  
ZOOM**

MARIGOLD BOARD MEMBERS IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA	Maxine Booker	1	Michelle Toombs	
ACME	Daniel Leronowich	2	Laura Taylor	
AIRDRIE	Leon Cygman	3	Lynne Price	
BANFF	Brigitte Hopkins	4	Miriam Thompson	
BEISEKER	Sharon King	5	Alida Pituka	
M.D. BIGHORN	Lynda Lyster	6	Richard Kenig	
CARBON	Michelle Lomond	7	Nora Ott (recording)	
CHESTERMERE	Luella Gaultier	8	Clara Cao	
COCHRANE	Susan Roper	9		
CONSORT	Michael Beier	10		
DELIA	Jordan Elliott	11	<b>REGRETS - EXCUSED WITH MOTION</b>	
DRUMHELLER	Margaret Nielsen	12	CROSSFIELD	Jo Tennant
EMPRESS	Nora Sunderland	13	ID #9	Jean Marc Stelter
FOOTHILLS COUNTY	Eleanor Chinnick	14	IRRICANA	Teresa Cameron
GHOST LAKE	Donna Bauer	15	KANANASKIS I.D.	Darren Enns
HANNA	Melanie Jensen	16	LINDEN	Cynthia Klassen
HIGH RIVER	Lynne Thornton	17		
HUSSAR	Kristen Anderson	18		
KNEEHILL COUNTY	Glen Keiver	19		
LONGVIEW	Jan Dyck	20		
MORRIN	Alenda Gridley	21		

OKOTOKS	Nicole Kiefuik	22		
OYEN	Ed Hogan	23		
ROCKYFORD	Dalia Cheshire	24		
ROCKY VIEW COUNTY	Dimitri Dimopoulos	25		
SPECIAL AREA #2	Helen Veno	26	<b>VACANCIES</b>	
SPECIAL AREA #3	Elaine Michaels	27	CANMORE	VACANT
SPECIAL AREA #4	Jodi Kurek	28		
STANDARD	John Getz	29	<b>ABSENT WITHOUT NOTICE</b>	
STARLAND COUNTY	Lil Morrison	30		
STRATHMORE	Denise Peterson	31	MUNSON	Lyle Cawiezel
THREE HILLS	Marilyn Sept	32		
TROCHU	Bonnie Munro	33		
TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	34		
WAIPAROUS	Janine Jevne	35		
WHEATLAND COUNTY	Amber Link	36		
YOUNGSTOWN	Renee Laughlin	37		
			<b>GUESTS</b>	
			Anne Metikosh	CANMORE
			Mandeep Brar	CHESTERMERE- Alternate
			Ted Bain	BLACK DIAMOND - Councillor
			Nikki King	BEISEKER - Councillor

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## MINUTES

### 1. Call to Order

L. Lyster called the meeting to order at 9:30 am

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

- To ensure quorum, L. Lyster conducted a roll call to record, in the minutes, who was present
- Kristen Anderson was the parliamentarian for the meeting

-There were four guests in attendance, Mandeep Brar, the newly appointed Alternate from Chestermere, Anne Metikosh from Canmore, Ted Bain, Councillor from Black Diamond, and Nikki King, Councillor from Beiseker

1.2 Recognition of new Marigold Trustees

-The following are newly appointed Marigold Trustees:

- Luella Gaultier – City of Chestermere
- Elaine Michaels – Special Area No. 3
- Alenda Gridley – Village of Morrin

1.3 Acknowledgement of regrets and excused absences

**MOTION:** G. Getz/J. Dyck

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

2. Approval of Agenda

**MOTION:** M. Nielsen/ B. Munro

- To approve the agenda CARRIED

3. Minutes of the November 21, 2020 Meeting

**MOTION:** E. Michaels/ M. Lomond

-To accept of the minutes of the November 21, 2020 meeting as presented 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:** K. Anderson/ S. King

-To approve agenda items 4.1 to 4.3. CARRIED

5. Decision

5.1 Financial

5.1.1 Marigold Financial Statements to December 31, 2020

**MOTION:** L. Morrison/M. Beier

-That subject to audit, the Marigold Financial Statements to December 31, 2020 be accepted as presented CARRIED

5.1.2 Marigold Operating Budget 2021 – 2022

**MOTION:** J. Dyck/D. Cheshire

-To Approve the Marigold Operating Budget for 2021 – 2022 CARRIED

5.1.3 Marigold Capital and Projects Budget 2021

**MOTION:** D. Peterson/D. Cheshire

-To Approve the Marigold Capital and Projects Budget 2021 CARRIED

5.2 New Headquarters Building

-John Getz, Vice Chair of the Marigold Board and Chair of the Building Committee and Michelle Toombs, CEO, provided an update on the progress towards the new headquarters facility in Strathmore.

### 5.3 Policies/Plans

#### 5.3.1 Contingency Plan for Finance – Finance

<b>MOTION:</b> D. Dimopoulos -To approve the Contingency Plan for Finance	CARRIED
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#### 5.3.2 Communication and Advocacy – Advocacy

<b>MOTION:</b> L. Morrison - To approve the Communications and Advocacy Policy	CARRIED
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#### 5.3.3 Website – Advocacy

<b>MOTION:</b> L. Morrison -To approve the Website Policy	CARRIED
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#### 5.3.4 Continuing Education for Board Members Policy – Governance

<b>MOTION:</b> K. Anderson -To approve the Continuing Education for Board Members Policy	CARRIED
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#### 5.3.5 Orientation for Marigold Board Members Policy – Governance

<b>MOTION:</b> K. Anderson -To approve the Orientation for Marigold Board Members Policy	CARRIED
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#### 5.3.6 Appointment Plan for Marigold Board Members Policy – Governance

<b>MOTION:</b> K. Anderson -To approve the Appointment Plan for Marigold Board Members Policy	CARRIED
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#### 5.3.7 Schedule B – Distribution of Materials 2021 (Collection Management Policy) – Standards & Services

<b>MOTION:</b> M. Booker -To approve Schedule B – Distribution of Materials 2021 (Collection Management Policy)	CARRIED
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#### 5.3.8 Schedule C – Shared Collections & Bestseller Program 2021 (Collection Management Policy) – Standards & Services

<b>MOTION:</b> M. Booker -To approve Schedule C – Shared Collections & Bestseller Program 2021 (Collection Management Policy)	CARRIED
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#### 5.3.9 Schedule A – Services Grant 2021 (Transfer Payments Policy) – Standards & Services

<b>MOTION:</b> M. Booker -To approve Schedule A – Services Grant 2021 (Transfer Payments Policy)	CARRIED
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#### 5.3.10 Schedule B – Community Library Grant 2021 (Transfer Payments Policy) – Standards & Services

<b>MOTION:</b> M. Booker	
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-To approve Schedule B – Community Library Grant 2021 (Transfer Payments Policy)  
CARRIED

5.3.11 Schedule A – IT Capacity Fund 2021 (IT Capacity Fund Policy) – Standards & Services

**MOTION:** M. Booker  
-To approve Schedule A – IT Capacity Fund 2021 (IT Capacity Fund Policy) CARRIED

5.3.12 2020 – 2022 Marigold Library System Technology Plan

**MOTION:** M. Booker  
-To approve the 2020 – 2022 Marigold Library System Technology Plan CARRIED

5.4 ALTA (Alberta Library Trustees Association) Update

-Lennox Gomes retired from the Marigold Board in December, resulting in a vacancy for the Area 4 (Marigold) region on the ALTA Board. There is also a vacancy for the Alternate position.

- L. Lyster asked if there were there any nominations for the Area 4 (Marigold) position and Alternate position?

Name Area 4 (Marigold) Representative: Luella Gaultier put her name forward and J. Getz nominated her for Area 4 ALTA Representative

Name (Alternate): No Board members put their names forward or were nominated

L. Lyster asked, Are there any further nominations?

Name Area 4 (Marigold) Representative: None

Name (Alternate): None

L. Lyster asked, Are there any further nominations?

Name Area 4 (Marigold) Representative: None

Name (Alternate): None

L. Lyster asked, Are there any further nominations?

Name Area 4 (Marigold) Representative: None

Name (Alternate): None

As there were no further nominations, L. Lyster declared L. Gaultier be appointed as the representative for Area 4 (Marigold) on the ALTA Board.

**MOTION:** J. Getz/ R. Laughlin  
-That Luella Gaultier be appointed as the representative for Area 4 (Marigold) on the ALTA Board  
CARRIED

**6. Items from the Consent Agenda**

-There were no items from the Consent Agenda

**7. Information**

7.1 Annual Library Staff & Board Trustee Satisfaction Survey

- Laura Taylor, Deputy CEO, provided a summary of Marigold’s Annual Library Staff & Board Trustee Satisfaction Survey

7.2 2020 Achievements, Marigold Library System

– Michelle Toombs, CEO, presented information on Marigold Achievements that took place in 2020

### 7.3 Updates

–Michelle Toombs, CEO, provided updates Including:

-There is a new, temporary, Minister of Municipal Affairs, Ric McIver

-PLSB is planning a symposium about emergency planning and resilience for April 12 - 15

-It is uncertain about what the 2021 Provincial Grant will be. Marigold will need to wait until the Provincial Budget is revealed to find out

-In the coming months, Marigold will revisit what to do about providing Redwood Meadows residents library services. Calgary Public Library issues free cards to First Nation persons who live on reserves but does not issue free cards to residents of Redwood Meadows.

### 7.4 Upcoming Board Meetings

- Saturday, April 24, 2021, 9:30am – Zoom
- Saturday, August 28, 2021, 9:30am – Meeting format TBC
- Saturday, November 27, 2021, 9:30am – Meeting format TBC

### 7.5 Marigold Board Orientation

- Saturday, February 6, 2021, 9:30am – Zoom
- Delegates were encouraged to register for the orientation

### 7.6 Information Sharing – Roundtable

LONGVIEW – Encouraged delegates to get on the list for Canada Reads

HIGH RIVER – Hosted a successful book sale fundraiser that helped recycle books into the community.

They also hosted a virtual 50/50 draw that raised funds

STANDARD – The community of Standard held a virtual auction that raised a significant amount of money for the community. J. Getz offered to share information about how to conduct this type of fundraiser

DELIA – The Delia Library is looking for a new, functioning circulation desk and asked if anyone knew of someone who was interested in donating a circulation desk.

## 8. Book Draw

-The World Almanac and Book of Facts 2021 was won by Kristen Anderson, representing Hussar

## 9. Adjournment – L. Lyster declared the meeting adjourned at 11:57 am



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CEO



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Board Chair

**ANNUAL GENERAL MEETING**

**Marigold Library System  
Board of Management  
Saturday, 24 April 2021  
Zoom Meeting**

**MINUTES**

<b>MARIGOLD BOARD MEMBERS IN ATTENDANCE</b>			<b>MARIGOLD HQ STAFF IN ATTENDANCE</b>	
ACADIA	Maxine Booker	1	Michelle Toombs	Miriam Thompson
AIRDRIE	Leon Cygman	2	Laura Taylor	Alida Pituka
BEISEKER	Sharon King	3	Lynne Price	Nora Ott (recording)
M.D. BIGHORN	Lynda Lyster	4	Richard Kenig	
CANMORE	Anne Metikosh	5		
CARBON	Michelle Lomond	6		
CHESTERMERE	Jennifer Isherwood	7		
COCHRANE	Susan Roper	8		
CONSORT	Michael Beier	9		
CROSSFIELD	Jo Tennant	10		
DELIA	Jordan Elliott	11	<b>REGRETS EXCUSED WITH MOTION</b>	
DRUMHELLER	Margaret Nielsen	12	ACME	Daniel Leronowich
FOOTHILLS COUNTY	Eleanor Chinnick	13	HANNA	Melanie Jensen
GHOST LAKE	Donna Bauer	14	WAIPAROUS	Janine Jevne
HIGH RIVER	Lynne Thornton	15		
HUSSAR	Kristen Anderson	16		
I.D.9	Jean Marc Stelter	17		
IRRICANA	Teresa Cameron	18		
KANANASKIS I.D.	Darren Enns	19		
KNEEHILL COUNTY	Glen Keiver	20	<b>VACANCIES</b>	
FOOTHILLS COUNTY	Eleanor Chinnick	21		
LINDEN	Cynthia Klassen	22		

LONGVIEW	Jan Dyck	23	<b>REGRETS WITHOUT NOTICE</b>	
OKOTOKS	Nicole Kiefuik	24	BANFF	Brigitte Hopkins
OYEN	Ed Hogan	25	EMPRESS	Nora Sunderland
ROCKY VIEW COUNTY	Dimitri Dimopoulos	26	MORRIN	Alenda Gridley
ROCKYFORD	Dalia Cheshire	27	MUNSON	Lyle Cawiezal
SPECIAL AREA# 2	Helen Veno	28		
SPECIAL AREA# 3	Elaine Michaels	29		
SPECIAL AREA# 4	Jodi Kurek	30	<b>GUESTS</b>	
STANDARD	John Getz	31	Erin Gregory	Auditor
STARLAND COUNTY	Lil Morrison	32	Caley Harriman	Auditor
STRATHMORE	Denise Peterson	33	Barry Crane	Mayor from Turner Valley
THREE HILLS	Marilyn Sept	34	Ted Bain	Councillor from Black Diamond
TROCHU	Bonnie Munro	35	Nikki King	Councillor from Beiseker
TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	36		
WHEATLAND COUNTY	Amber Link	37		
YOUNGSTOWN	Renee Laughlin	38		

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### ANNUAL GENERAL MEETING 2021

1. CALL TO ORDER – L. Lyster called the Annual General Meeting to order at 9:45 am
2. APPROVAL OF ANNUAL GENERAL AGENDA

<b>MOTION:</b> D. Dimopoulos/K. Anderson
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-To approve the Annual General Meeting agenda
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<b>CARRIED</b>
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2. MINUTES OF THE April 18, 2020 AGM

-The minutes of the April 18, 2020 Annual General Meeting were approved at the Marigold Board meeting, August 29, 2020 and were available for review



3. Governance Statements

**Mission Statement**

-Marigold cultivates a collaborative and inclusive library community to support a range of responsive, quality library services.

**Vision**

-Leaders in library service and innovation

**Values**

-Leadership

-Respect

-Responsiveness

-Communication

-Integrity

-Inclusiveness

-Accountability

4. 2020 Audited Financial Statements

- E. Gregory and C. Harriman from Gregory, Harriman & Associates presented the 2020 Audited Financial Statements

-The 2020 Audit for Marigold was a clean audit

**MOTION:** D. Cheshire /J. Getz

-That Marigold Library Board's financial statements for the fiscal year ending December 31, 2020 be taken as read, verified, and approved CARRIED

5. Appointment of Auditor for 2021

**MOTION:** D. Dimopoulos /S. King

- That Gregory, Harriman & Associates be named as auditor for 2021 CARRIED

6. Annual Report

-M. Thompson presented the Annual Report for 2020

-As stated in the Marigold Agreement, the Annual Report will be sent to key stakeholders including municipalities and the Public Library Services Branch.

**MOTION:** E. Michael /N. Kiefuik

- To accept the Marigold Library System 2020 Annual Report for information CARRIED

7. Elections & Appointments to Committees

**MOTION:** L. Thornton/: J. Dyck

-That Lynda Lyster be nominated for Chair of the Marigold Board CARRIED

Lynda Lyster put her name forward as Board Chair.

After three requests for further nominations, there were no further nominations and L. Lyster was declared as Chair

Executive Committee

-L. Lyster is a voting ex officio member of all standing committees

-The Vice Chair and Treasurer positions are appointed by the Executive Committee and were appointed at the February 17 Executive meeting in 2021

-When a new representative is appointed by the City of Airdrie the Airdrie Trustee will have an automatic seat on the Executive Committee

**MOTION:** L. Thornton / J. Dyck  
-That  
Chair Lynda Lyster - M.D. of Bighorn  
And Representatives from the top three populations in Marigold:  
Susan Roper – Town of Cochrane  
Dimitri Dimopoulos - Rocky View County  
And Members-at-large:  
Kristen Anderson - Village of Hussar  
Maxine Booker – M.D. of Acadia  
Nicole Kiefuik - Town of Okotoks  
John Getz – Village of Standard  
Lil Morrison – Starland County  
Margaret Nielsen – Town of Drumheller  
Be elected to the Executive Committee CARRIED

#### Advocacy Committee

-All positions on this Committee are currently filled

**MOTION:** L. Thornton / J. Dyck  
-That Lil Morrison, Teresa Cameron, Jordan Elliott, Melanie Jensen, Denise Peterson, Helen Veno, Lynda Lyster, ex officio, be appointed to the Advocacy Committee and that Lil Morrison be confirmed as Chair and representative on the Executive Committee CARRIED

#### Governance Committee

-All positions on this Committee are currently filled

**MOTION:** L. Thornton / J. Dyck  
That Kristen Anderson, Eleanor Chinnick, Jan Dyck, Margaret Nielsen, Denise Peterson, John Getz, be appointed to the Governance Committee and that Kristen Anderson be confirmed as Chair and representative on the Executive Committee CARRIED

#### Finance Committee

-All positions on this Committee are currently filled

**MOTION:** L. Thornton / J. Dyck  
-That Dimitri Dimopoulos, John Getz, Lynda Lyster, be appointed to the Finance Committee and that Dimitri Dimopoulos be confirmed as Chair. Dimitri is Marigold's Treasurer and the representative on the Executive Committee CARRIED

#### Standards & Services Committee

- There is a vacancy for one or two positions on the Standards and Services Committee

**MOTION:** L. Thornton / J. Dyck  
-That Maxine Booker, Elaine Michaels, Jo Tennant, Lynda Lyster, ex officio, be appointed to the Standards & Services Committee and that Maxine Booker be confirmed as Chair and the representative on the Executive Committee CARRIED

-Board members were asked if they would like to put their name forward for the Standards and

Services Committee.

-There were no volunteers

-Members were asked that, if after further consideration, they were thinking about volunteering for the Standards and Services Committee, that they could speak with Maxine Booker, Michelle Toombs, or Laura Taylor

Building Committee

-All positions on this Committee are currently filled

**MOTION:** L. Thornton / J. Dyck  
That John Getz, Dimitri Dimopoulos, Denise Peterson, Lynda Lyster, be appointed to the Building Committee and that John Getz be confirmed as Chair and representative on the Executive  
CARRIED

HR (Human Resources) Committee

-There is a vacancy for one position on the HR Committee

**MOTION:** L. Thornton / J. Dyck  
-That Susan Roper, Maxine Booker, Dimitri Dimopoulos, Lynda Lyster, ex officio, be appointed to the HR Committee and that Susan Roper be appointed Chair and representative on the Executive  
CARRIED

Members were asked if they would like to put their name forward for the HR Committee

Teresa Cameron put her name forward to sit on the HR committee.

After three requests for further nominations, there were no further nominations and T.

Cameron was appointed to the HR Committee

8. Signing Authority

**MOTION:** D. Dimopoulos/D. Peterson  
-To approve that Chair, L. Lyster, or Vice Chair, J. Getz, or Treasurer, D. Dimopoulos and CEO, M. Toombs or Deputy CEO, L. Taylor or Director of Service Delivery, L. Price have signing authority where Marigold Library System does banking in Strathmore  
CARRIED

9. Disposal of Records

-During 2020, the records of Marigold Library System for the year 2012 were disposed of in accordance with the Records Management Policy

10. Adjournment of Annual Meeting

**MOTION:** A. Link/L. Morrison  
-To adjourn the Annual General Meeting at 10:24 am  
CARRIED

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CEO

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Board Chair



MARIGOLD LIBRARY SYSTEM  
 Board of Management  
**Saturday, 24 April 2021**  
 Zoom meeting

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TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	36		
WHEATLAND COUNTY	Amber Link	37		
YOUNGSTOWN	Renee Laughlin	38		

## MINUTES

### 1. CALL TO ORDER

-L. Lyster called the meeting to order at 9:30 am

#### 1.1 Roll Call of delegates, guests, and staff

- L. Lyster asked that the delegates and guests announce their virtual presence when called by municipality

#### 1.2 Recognition of new Board members

-There were two new Board members

- Anne Metikosh representing Town of Canmore
- Jennifer Isherwood representing City of Chestermere

-There are currently 42 appointed Marigold Trustees

1.3 Acknowledging regrets and excused absences

**MOTION:** J. Getz/B. Munro

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

1.4 Board and staff long service recognition

-Seven Board members were recognized for years of service:

- Janine Jevne representing Waiparous = 5 years
- Jan Dyck representing Longview = 10 years
- Susan Roper representing Cochrane = 10 years
- John Getz representing Standard = 15 years
- Lil Morrison representing Starland County = 20 years
- Helen Veno representing Special Area #3 = 20 years
- Kristen Anderson representing Hussar = 25 years

- Three Marigold staff were recognized for years of service:

- Misty Haugen = 5 years
- Nora Ott = 10 years
- Laura Taylor = 15 years

**2. APPROVAL OF AGENDA**

**MOTION:** K. Anderson/M. Nielsen

-To approve the agenda as presented CARRIED

**3. MINUTES OF THE January 30, 2021 MEETING**

**MOTION:** J. Tennant/D. Peterson

-To accept the Minutes of the January 30, 2021, Board Meeting CARRIED

Lynda Lyster declared the Regular April Meeting of the Marigold Board meeting recessed at 9:45 am

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The Regular April Meeting of the Marigold Board was reconvened at 10:35 am

**4. Consent Agenda**

4.1 Transfer of agenda items from consent agenda

-There were no items moved from the consent agenda

4.2 Motion to accept remaining consent agenda items

**MOTION:** J. Getz/M. Beier

-To approve consent agenda items 4.1 to 4.4 CARRIED

**5. Decision**

5.1 Financial

5.1.1 Marigold Financial Statements to March 31, 2021

**MOTION:** B. Munro/L. Morrison

- That, subject to audit, the Marigold Financial Statements to March 31, 2021 be accepted as presented
- CARRIED

5.2 Building Project

5.2.1 New Building Update

- L. Price provided information on the progress of the new joint facility
- The publication, "New HQ April 2021," provides pictures showing the development taking place on the building site

5.2.2 Sale of Existing Marigold Headquarters Building

- Marigold has engaged commercial realtor, Ria Mavrikos with Re/Max Key, for the sale of the current facility. Board members were encouraged to share with anyone or any organization that the Marigold HQ building is for sale

5.3 Value of Your Investment/Power of Your Library Card

- L. Taylor talked about the documents that were distributed to each delegate regarding the value of services provided for each member municipality and its closest library
- The "Power of Your Library Card", highlights the variety of library services available to all residents of Marigold municipalities, including those in remote and rural communities
- The "Value of Your Investment" outlines direct benefits that member libraries receive from Marigold Library System.
- The reports compare the cost of the levy paid to Marigold by the municipality or a library board in relation to the value of services and resources that are provided by Marigold

**MOTION:** M. Lomond/L. Morrison

- To accept, for information, the Value of Your Investment and Power of Your Library Card for each Marigold member municipality
- CARRIED

5.4 Langdon Library

**MOTION:** T. Cameron/E. Michaels

- That Marigold will provide library services for a community library in Langdon. These library services are outlined in the Marigold Agreement, Marigold Board Policy Manual, and the Agreement for Library Services in Unincorporated Communities to be signed by Marigold, Langdon Library Society and Rocky View County
- CARRIED

5.5 Policies and Plans

5.5.1 Library Service Points Grievance Appeal Process Policy – Governance

**MOTION:** K. Anderson

- To Approve the Library Service Points Grievance Appeal Process Policy
- CARRIED

5.5.2 Library Service Points Personnel Policy – Governance

**MOTION:** K. Anderson

- To Approve the Library Service Points Personnel Policy
- CARRIED

5.5.3 Library Service Points Bylaws for Safety & Use – Governance

**MOTION:** K. Anderson/D. Cheshire

- That the Library Service Points Bylaws for Safety & Use be given first reading
- CARRIED

**MOTION:** K. Anderson/J. Getz  
- That the Library Service Points Bylaws for Safety & Use be given second reading CARRIED

**MOTION:** K. Anderson/M. Nielsen  
- That the Library Service Points Bylaws for Safety & Use be given third reading CARRIED

**MOTION:** K. Anderson  
- That the Library Service Points Bylaws for Safety & Use having been given three readings, be accepted as presented CARRIED

5.5.4 Library Service Points Unattended Children Policy – Governance

**MOTION:** K. Anderson  
-To Approve the Library Service Points Unattended Children Policy CARRIED

5.5.5 TRAC Card Operational Bylaw – Standards and Services

**MOTION:** M. Booker/J. Getz  
- That the TRAC Card Operational Bylaw be given first reading CARRIED

**MOTION:** M. Booker/C. Klassen  
- That the TRAC Card Operational Bylaw be given second reading CARRIED

**MOTION:** M. Booker/B. Munro  
- That the TRAC Card Operational Bylaw be given third reading CARRIED

**MOTION:** M. Booker  
- That the TRAC Card Operational Bylaw having been given three readings, be accepted as presented CARRIED

5.6 ALTA (Alberta Library Trustees Association) – Volunteers Needed

- A call for volunteers to fill the Area 4 (Marigold) position and the alternate position was made
- L. Lyster asked if there were any nominations for the Area 4 (Marigold) position and Alternate position
- There were no volunteers for these vacancies

**6. Items from the Consent Agenda**

- There were no items from the Consent Agenda

**7. Information**

7.1 Updates – M. Toombs

- The Bragg Creek lockers are having identification wrap applied. The lockers are installed and are operational. Since the Take One, Leave One collection is in an open area in the Bragg Creek Community Centre, it has been temporarily removed due to COVID restrictions
- M. Toombs met with MLA Leela Aheer, to discuss library issues including the population figures that funding is based on
- M. Toombs and R. Kenig presented a Cyber Security session at the virtual PLSB Symposium. Marigold recently received an assessment from ACSI giving Marigold a good rating for cyber security measures
- TAL recently held their annual elections and there are three regional library systems represented:



- Karla Palichuk from Yellowhead
- Louisa Robison from Peace
- Petra Mauerhoff from Shortgrass

#### 7.2 Upcoming Board Meetings

- Saturday, August 28, 2021, 9:30am – Meeting format to be confirmed
- Saturday, November 27, 2021, 9:30am – Meeting format to be confirmed

#### 7.3 Information Sharing – Roundtable

IRRICANA- Marigold staff members, Caleigh Haworth and Kristine den Boon were mentioned for their assistance with regards to information on different social media platforms

LINDEN- Linden hosted an Easter event and are thinking of hosting a Mother's Day event

ACADIA- M. Booker attended the PLSB Symposium and encouraged fellow Board members to attend the Marigold Conference on May 12, 2021

#### 8. Book Draw

-The winner of the book, "*Borderlands*" by Mark Vitaris, was J. Isherwood from Chestermere

#### 9. Adjournment

- Trustees were encouraged to share information from this meeting with their local board and council

- L. Lyster declared the meeting adjourned at 12:07 pm



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CEO



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Board Chair



**Marigold Library System  
Board of Management Meeting  
Saturday, August 28, 2021**

MARIGOLD BOARD MEMBERS IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA	Maxine Booker	1	Michelle Toombs	Miriam Thompson
ACME	Daniel Leronowich	2	Laura Taylor	Alida Pituka
AIRDRIE	Natasha Roberts	3	Lynne Price	Nora Ott (recording)
BANFF	Brigitte Hopkins	4	Richard Kenig	Kim Visser
BEISEKER	Sharon King	5		Kristine den Boon
M.D. BIGHORN	Lynda Lyster	6		
CANMORE	Anne Metikosh	7		
CARBON	Michelle Lomond	8		
CHESTERMERE	Daina Barbary	9		
COCHRANE	Susan Roper	10		
CONSORT	Michael Beier	11		
CROSSFIELD	Jo Tennant	12		
DELIA - ALTERNATE	Robyn Thompson-Lake	13	<b>REGRETS EXCUSED WITH MOTION</b>	
DRUMHELLER	Margaret Nielsen	14	DELIA	Jordan Elliott
FOOTHILLS COUNTY	Eleanor Chinnick	15	GHOST LAKE	Donna Bauer
HIGH RIVER	Lynne Thornton	16	HANNA	Melanie Jensen
HUSSAR	Kristen Anderson	17	SPECIAL AREA# 4	Jodi Kurek
IRRICANA	Teresa Cameron	18	TROCHU	Bonnie Munro
KANANASKIS I.D.	Darren Enns	19		
KNEEHILL COUNTY	Glen Keiver	20		
FOOTHILLS COUNTY	Eleanor Chinnick	21		
LINDEN	Cynthia Klassen	22		

LONGVIEW	Jan Dyck	23		
MORRIN	Alenda Gridley	24		
OKOTOKS	Nicole Kiefuik	25		
OYEN	Ed Hogan	26		
ROCKYFORD	Dalia Cheshire	27	<b>REGRETS WITHOUT NOTICE</b>	
SPECIAL AREA# 2	Helen Veno	28	EMPRESS	Nora Sunderland
SPECIAL AREA# 3	Elaine Michaels	29	I.D.9	Jean Marc Stelter
STANDARD	John Getz	30	MUNSON	Lyle Cawiezel
STARLAND COUNTY	Lil Morrison	31	ROCKY VIEW COUNTY	Dimitri Dimopoulos
STRATHMORE	Denise Peterson	32	THREE HILLS	Marilyn Sept
TROCHU - ALTERNATE	Cheryl Lumley	33		
TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	34	<b>GUESTS</b>	
WAIPAROUS	Janine Jevne	35	Nikki King	Councillor from Beiseker
WHEATLAND COUNTY	Amber Link	36		
YOUNGSTOWN	Renee Laughlin	37		

# MINUTES

## 1. Call to Order

-L. Lyster called the meeting to order at 9:30 am

1.1 Introduction of delegates, guests, and staff

- L. Lyster asked that the delegates and guests announce their virtual presence when called by municipality

1.2 Recognition of new Board members

-There were two new Board members

- Natasha Roberts – City of Airdrie
- Daina Barbary – City of Chestermere

-There are currently 44 appointed Marigold Trustees

1.3 Acknowledgement of regrets and excused absences

**MOTION:** J. Getz/K. Anderson

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

CARRIED

## 2. Approval of Agenda

**MOTION:** J. Dyck/J. Tennant

-To approve the agenda

CARRIED

## 3. Minutes of the April 24, 2021 Meeting

**MOTION:** L. Morrison/D. Peterson

-To accept the minutes of the April 24, 2021, Board Meeting

CARRIED

## 4. Minutes of April 24, 2021, Annual General Meeting

**MOTION:** A. Link/L. Thornton

-To accept the minutes of the April 24, 2021 Annual General Meeting

CARRIED

## 5. Consent Agenda

5.1 Transfer of agenda items from Consent Agenda

- There were no items to transfer

5.2 Motion to accept remaining Consent Agenda items

**MOTION:** M. Nielsen/R. Laughlin

-To approve agenda items 5.1 to 5.3

CARRIED

## 6. Decision

6.1 Treasurer Appointment

-Marigold's Treasurer, Dimitri Dimopoulos resigned as the Treasurer in May 2021. Executive Committee member, Nicole Kiefuik, Board Member from the Town of Okotoks, put her name forward to fill the vacant Treasurer position. Board Policy states that the Treasurer appointment shall come from the Executive. At the May Executive Committee meeting, the Executive Committee approved the appointment of Nicole Kiefuik as Treasurer of the Marigold Library Board and for her to have signing

authority where Marigold Library System does banking in the Town of Strathmore effective May 19, 2021

-With Nicole's appointment as Treasurer of the Marigold Board, Nicole was also appointed to the Finance Committee and became Chair of the Finance Committee

## 6.2 Financial

### 6.2.1 Marigold Financial Statements to July 31, 2021

**MOTION:** N. Kiefuik/A. Metikosh

-That subject to audit, the Marigold Financial Statements to July 31, 2021, be accepted as presented

CARRIED

### 6.2.2 Provincial Treasury Population Figures

**MOTION:** S. King/D. Cheshire

-That Marigold will use the most current Government of Alberta Treasury municipal population numbers for the calculation of 2022 levy requisitions to be distributed in February 2022

CARRIED

### 6.2.3 Budget Estimates 2022

**MOTION:** N. Kiefuik /M. Lomond

- To accept, for information, the Marigold Budget Estimates for 2022

CARRIED

## 6.3 New Headquarters Building Update

-John Getz, Vice Chair of the Marigold Board and Chair of the Building Committee, provided an update on the new headquarters facility in Strathmore. John was impressed with the upgrades in technology that were incorporated into the new building. The new site has future growth potential and has been built with "must have" items only to contain costs. Marigold staff were credited for their diligence in keeping costs down.

-Michelle Toombs, CEO, provided additional information about the benefits of having a partner and the strong relationship that has been built with Marigold and WID staff. Michelle was thankful to Marigold staff for moving the project forward in a reasonable and cost-effective way. Michelle mentioned that the Marigold staff are excited and looking forward to the move into the new building

-The latest issue of the New HQ newsletter was distributed in the Board package to Board members

## 6.4 Policies/Plans

### 6.4.1 Access and Acceptable Use of Information Technology Policy – Standards & Services

**MOTION:** M. Booker

-To approve the Access and Acceptable Use of information Technology Policy

CARRIED

### 6.4.2 Programs Policy – Standards & Services

**MOTION:** M. Booker

-To approve the Programs Policy

CARRIED

### 6.4.3 Board Meetings Policy – Governance

**MOTION:** K. Anderson

-To approve the Board Meetings Policy

CARRIED

### 6.4.4 Policy Development Policy – Governance

**MOTION:** K. Anderson

-To approve the Policy Development Policy

CARRIED

- 6.4.5 Library Service Points Collection Management Policy – Governance
- |   |         |
|---|---------|
| <b>MOTION:</b> K. Anderson<br>-To approve the Library Service Points Collection Management Policy | CARRIED |
|---|---------|
- 6.4.6 Library Service Points Hours of Service Policy – Governance
- |  |         |
|--|---------|
| <b>MOTION:</b> K. Anderson<br>-To approve the Library Service Points Hours of Service Policy | CARRIED |
|--|---------|
- 6.4.7 Library Service Points – Community Libraries, Workplace Violence Prevention – Governance
- |   |         |
|---|---------|
| <b>MOTION:</b> K. Anderson<br>-To approve the Library Service Points Workplace Violence Prevention Policy | CARRIED |
|---|---------|
- 6.4.8 Library Service Points – Community Libraries, Workplace Harassment Prevention – Governance
- |   |         |
|---|---------|
| <b>MOTION:</b> K. Anderson<br>-To approve the Library Service Points Workplace Harassment Prevention Policy | CARRIED |
|---|---------|
- 6.4.9 Marigold Library System Policy Development Process – Governance – Recommend Deletion
- |   |         |
|---|---------|
| <b>MOTION:</b> K. Anderson<br>- To delete the Marigold Library System Policy Development Process and remove from the Marigold Board Policy Manual | CARRIED |
|---|---------|

## 7. Items from the Consent Agenda

-There were no items transferred from the Consent Agenda

## 8. Roundtable Discussion

Board members were prompted to provide comments and suggestions regarding the question: “With less than a month between the federal election on September 20 and the municipal election on October 18, how can we best reach, inform and impress municipal candidates about the importance of Marigold Library System and their local public library?”

**Michelle Toombs:** Encouraged the use of the documents provided in the Board package including the TAL package that can be shared with libraries to promote the value of libraries

**Crossfield:** Promote the library as a hub of the community. Every community has a library, but no one ever talks about the library. Share the value of libraries by offering public forums such as open houses

**Wheatland County:** Public forums are great places to ask the question, “What is your position on library service?” Follow up is important. Elected officials should be reminded about the value and importance of libraries.

**Okotoks:** Emphasize how well used libraries were during the shut down phase of the pandemic. Include testimonials from patrons who value and appreciate library services. Explain how Langdon is begging for a library and how they feel it is essential to their community. Have conversations and use social media.

**Cochrane:** Promote how libraries were a lifeline to individuals during the pandemic and include testimonials. Describe services that are critical to communities such as early childhood literacy and internet services.

**Waiparous:** Provide testimonials from pandemic. The library was really important to many during this time.

**Strathmore:** Lobby for each library by posing questions to candidates. Candidates must get the impression that significant numbers of people value libraries, have large numbers of people in the community asking these questions. Use newspapers and the radio to direct your message to the candidates.

**Michelle Toombs:** After election, sharing information with the elected officials is effective. Send out a welcome package. Make a video or collaborate with another library/system. Focus on value of libraries. Find the expertise to get the job done right.

**Okotoks:** Contribute materials to the new elected officials training package

**Wheatland County:** New elected officials will be overwhelmed right after the election. Wait for one or two months then follow up with a visit to councils. Use videos if they get your message across. The message should include how regional library systems interact with local libraries and how funding works.

**Crossfield:** Presentations to councils are better than just submitting materials

## 9. Information

### 9.1 Meet the Staff:

Library Services Consultants, Kristine den Boon and Kim Visser talked about their background and previous work history. They explained how they develop relationships by conducting twice yearly consultation visits with member library managers and are always open to questions. They described the many and varied tasks they perform for libraries and at Marigold Headquarters including:

- Ordering from catalogues for libraries who do not have a professional librarian
- Organize the annual Marigold conference (both in-person and virtual)
- Create posts for social media platforms
- Manage/edit the Marigold newsletter
- Send out updates to member libraries
- Organize and deliver library manager training
- Supervise staff who are responsible for ILLs and providing programs
- Organize the Summer Reading Program
- Participate on Board and library committees

### 9.2 October Library Month

– Miriam Thompson, Communications and Marketing Specialist, encouraged everyone to get library cards and to promote the public library in October for Library Month. Miriam described the services offered by Marigold that were listed and described in the Marigold Profile document. Miriam also encouraged using the Municipal Election Strategies document that was included in the Board package

### 9.3 Marigold Library System Agreement

– Michelle Toombs explained that the revised Marigold Agreement would be discussed at the Executive meeting in September. If the Agreement is approved by the Executive Committee, it will be brought to the Marigold Board meeting in November so that it can be sent out with the Schedule C package that will set the levy rates in the future in 2022. Michelle mentioned that the PLSB consultation sessions are included in the Board package and invited Board members to attend the sessions and that registration needed to take place before September 1

### 9.4 Updates – M. Toombs

Michelle Toombs, CEO, provided the following updates:

- Costs for consultation have increased for 2022 in the budget estimates because the Marigold Conference will take place in person in 2022 and is more expensive than delivering a virtual conference
- IT services has been busy in 2021 they have:
  - Improved remote services
  - Created a hybrid environment for network services
  - Implemented a new telephone system
  - Upgraded equipment for the new HQ
- IT will be moving the computer equipment and workstations from the old HQ and setting everything up at the new HQ in September
- Langdon is working very hard to find a location so they can have a public library in their community
- The library lending lockers that were installed in Bragg Creek look good and are well used. A launch celebration is being planned for the end of September. The lockers are a complex technology that is linked to Polaris at all times

9.5 Upcoming Board Meetings

- Saturday, November 27, 2021, 9:30am, meeting location and format has yet to be determined
- Saturday, January 29, 2022, 9:30am, meeting will either be in Strathmore or via Zoom

9.6 Information Sharing - Roundtable

**High River:** Their book bike has been successful in reaching outreach patrons. A three-day book sale wraps up this weekend. Books that have not sold will be donated to a used bookstore

**Black Diamond/Turner Valley:** Donating book sale items is a good way to find homes for books that do not circulate and should no longer be kept in a library collection. The new name for the amalgamated communities will be Diamond Valley

**Waiparous:** Libraries are places to find truth. Because there is a large amount of misinformation on social media, particularly about Covid 19, it was suggested that Marigold have a Covid information page on their website so patrons could base their decisions on truth, facts, and scientific evidence

**Laura Taylor:** Laura informed those in attendance that Marigold does have a Covid page under the "Services & Support" section

**Okotoks:** Construction is near completion, and the new Okotoks library will open on September 7. The new library is located directly beside the old library. It has a teen room and an awesome children's area.

**10. Book Draw**

-The book, Bibliophile: An Illustrated Miscellany by Jane Mount, was won by L. Morrison, representing Starland County

**11. Adjournment**

- L. Lyster encouraged trustees to share information from the meeting with their local board and council. L. Lyster declared the meeting adjourned at 12:00 pm



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CEO



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Board Chair





**Marigold Library System  
Board of Management Meeting  
Saturday, November 27, 2021, 9:30 am – 12:30 pm  
MINUTES**

MARIGOLD BOARD TRUSTEES IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA	Maxine Booker	1	Michelle Toombs	Miriam Thompson
ACME	Daniel Leronowich	2	Laura Taylor	Alida Pituka
M.D. BIGHORN	Lynda Lyster	3	Lynne Price	Nora Ott (recording)
CANMORE - ALTERNATE	Donna Balmain	4	Richard Kenig	Jessie Bach
CARBON	Michelle Lomond	5		
CHESTERMERE	Daina Barbary	6		
COCHRANE	Susan Roper	7		
CROSSFIELD	Luke Brennan	8		
DELIA	Melody Christofferson	9		
DRUMHELLER	Margaret Nielsen	10		
FOOTHILLS COUNTY	Eleanor Chinnick	11	<b>ABSENT TRUSTEES EXCUSED WITH MOTION</b>	
GHOST LAKE	Donna Bauer	12	CONSORT	Michael Beier
HANNA	Sandra Murphy	13	KANANASKIS I.D.	Darren Enns
HIGH RIVER	Lynne Thornton	14		
HUSSAR	Kristen Anderson	15		
IRRICANA	Teresa Cameron	16		
KNEEHILL COUNTY	Faye McGhee	17	<b>VACANCIES</b>	
LINDEN	Cynthia Klassen	18	BANFF	
LONGVIEW	Jan Dyck	19	EMPRESS	
MORRIN	Alenda Gridley	20	ROCKYFORD	
OKOTOKS	Nicole Kiefuik	21		

OYEN	Ed Hogan	22		
ROCKY VIEW COUNTY	Nicholas Wiebe	23		
SPECIAL AREA# 2	Helen Veno	24		
SPECIAL AREA# 3	Elaine Michaels	25		
SPECIAL AREA# 4	Jodi Kurek	26	<b>ABSENT TRUSTEES WITHOUT NOTICE</b>	
STANDARD	John Getz	27	AIRDRIE	Natasha Roberts
STARLAND COUNTY	Lil Morrison	28	BEISEKER	Sharon King
STRATHMORE	Melissa Langmaid	29	I.D.9	Jean Marc Stelter
THREE HILLS	Marilyn Sept	30	MUNSON	Lyle Cawiezel
TROCHU	Jennifer Lyver	31		
TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	32	<b>GUESTS</b>	
WAIPAROUS	Janine Jevne	33		
WHEATLAND COUNTY	Amber Link	34		
YOUNGSTOWN	Renee Laughlin	35		

## MINUTES

### 1. Call to Order L. Lyster called the meeting to order at 9:30 am

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

- L. Lyster asked that the delegates and guests announce their virtual presence when called by Municipality. There were 35 members in attendance

#### 1.2 Recognition of new Board members

There are currently seven new Board members

- Luke Brennan – Town of Crossfield
- Melody Christofferson – Village of Delia
- Sandra Murphy - Town of Hanna
- Faye McGhee – Kneehill County
- Nicholas Wiebe – Rocky View County
- Melissa Langmaid – Town of Strathmore
- Jenny Lyver – Town of Trochu

There are currently 40 appointed Marigold Trustees

1.3 Acknowledgement of regrets and excused absences

**MOTION:** J. Getz/M. Nielsen  
-That the Marigold Board excuse those absent Marigold Trustees named in the minutes who have provided notice of their absence before this meeting CARRIED

**2. Approval of Agenda**

- Item 5.1.2 was changed to Draft Marigold Operating Budget 2022 - 2024
- Miranda Maguire, Legislative Library Consultant with Public Library Services Branch, was unable to attend the meeting and agenda item 8.1 PLSB Update, was removed from the agenda

**MOTION:** M. Sept/T. Cameron  
-To approve the agenda as amended CARRIED

**3. Minutes of the August 28, 2021 Meeting**

**MOTION:** L. Morrison/H. Veno  
-To accept the minutes of the August 28, 2021, Board Meeting 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:** A. Link/M. Nielsen  
-To approve agenda items 4.1 to 4.3 CARRIED

**5. Decision**

5.1 Financial

5.1.1 Marigold Financial Statements to October 31, 2021

**MOTION:** N. Kiefuik/L. Morrison  
-That subject to audit, the Marigold Financial Statements to October 31, 2021 be accepted as presented CARRIED

5.1.2 Draft Marigold Operating Budget 2022 – 2024

**MOTION:** M. Booker/T. Cameron  
-To Approve the Draft Marigold Operating Budget for 2022 – 2024 for information CARRIED

5.1.3 Draft Marigold Capital/Projects Budget 2022

**MOTION:** J. Getz/L. Thornton  
-To Approve the Draft Marigold Capital and Projects Budget 2022 for information CARRIED

5.2 New Headquarters Building

-John Getz, Vice Chair of the Marigold Board and Chair of the Building Committee provided an update on the completion of the new headquarters facility in Strathmore

5.3 Former Headquarters Building Sale

**MOTION:** T. Cameron/M. Nielson  
-To authorize the Executive Committee to make the real estate transaction decisions for the sale of the Marigold HQ building sale at 710 2 St. Strathmore Alberta CARRIED

5.4 Marigold Agreement

**MOTION:** K. Anderson/E. Chinnick

- To approve the amendments to the Marigold Agreement and prepare for the amended agreement to be sent to member municipal councils in 2022

CARRIED

5.5 Policies/Plans

5.5.1 Finance Policy - Finance

**MOTION:** N. Kiefuik

-to approve the Finance Policy

CARRIED

5.6 Marigold Board Committee Vacancies

5.6.1 Nominating Ad Hoc Committee

-L. Thornton and E. Michaels put their names forward to serve on the Nominating Ad Hoc Committee

There were no further nominations

**MOTION:** J. Getz/N. Kiefuik

- That L. Thornton and E. Michaels be appointed to the Nominating Committee

CARRIED

5.6.2 Advocacy Committee

-M. Christofferson, N. Wiebe, N. Kiefuik and M. Langmaid put their names forward to serve on the Advocacy Committee

There were no further nominations

**MOTION:** E. Michaels/M. Lomond

- That M. Christofferson, N. Wiebe, N. Kiefuik and M. Langmaid be appointed to the Advocacy Committee

CARRIED

5.6.3 Human Resources (HR) Committee

-S. Murphy and K. Anderson put their names forward to serve on the Human Resources Committee

There were no further nominations

**MOTION:** T. Cameron/J. Getz

- That S. Murphy and K. Anderson be appointed to the Human Resources Committee

CARRIED

5.6.4 Standards and Services Committee

- F. McGhee put her name forward to serve on the Standards and Services Committee

There were no further nominations

**MOTION:** M. Lomond/N. Kiefuik

- That F. McGhee be appointed to the Standards and Services Committee

CARRIED

5.7 Freedom to Read Week Proclamation

-L. Lyster declared February 20 - 26, 2022 as Freedom to Read week and Laura Taylor, Deputy CEO, read the proclamation and provided information about Freedom to Read and intellectual freedom

**6. Items from the Consent Agenda**

- There were no items from the Consent Agenda

## 7. Roundtable Discussion

Members answered the following question:

“Following the October 18 election, were there many changes of Councillors and Mayor or Reeve in your municipality? What do you think the biggest challenge is going to be for new Councillors in your municipality?”

**Strathmore** – There are four newly elected councillors on Strathmore Town Council. A challenge is the amount of new information to absorb which is “like drinking from a fire hose”. M. Langmaid encouraged other younger councillors to keep in touch

**Drumheller** – There are three new councillors on Drumheller Town Council. The library is looking forward to Council’s support of libraries. The challenges that will be faced are taxes, money and inflation

**High River** – Council is working with the High River Library Board. Issues on vaccination were resolved peacefully

**Hanna** – There are three new councillors on Hanna Town Council. The newly elected councillors will provide new perspectives. The biggest challenges will be funding formulas and survival

**Starland County** – There is one new council member

**Black Diamond/Turner Valley** – There is a new Mayor in Black Diamond. The Sheep River Library Board is advocating for Ted Bain to be appointed to the Sheep River Library Board. Barry Crane has been appointed as an Alternate for the Sheep River Library Board. One of the upcoming challenges will be the amalgamation of Black Diamond and Turner Valley. The library will be affected like no other business in either municipality. The new municipality of Diamond Valley will begin in January 2023. The inter-municipal library agreement will no longer be in affect.

**Crossfield** – There are three new councillors, a new CAO and a new Mayor in Crossfield. The biggest challenge will be budgeting for tough economic times. Another challenge is getting caught up on existing issues and getting familiar with systems; a steep learning curve.

**Okotoks** – There is only one incumbent on council and a new Mayor. There will be a lot of learning. The biggest challenges will be taxes and increasing the library budget to accommodate the new larger library. There are indications that council supports libraries

**Wheatland County** – There are two new councillors who bring strong skill sets. One has lobbyist experience and the other is a business analyst. Support for libraries has been a challenge in the past. The biggest challenges for Wheatland County will be service delivery and fiscal responsibility

## 8. Information

### 8.1 PLSB Update

-As Miranda Maguire was unable to attend, 8.1 was removed from the agenda

### 8.2 Bibliographic Services Department Update

- Jessie Bach, Bibliographic Services Manager, provided an overview of the Bibliographic Services Department at Marigold Headquarters

### 8.3 Updates – M. Toombs

-M. Toombs is thankful to the Marigold Headquarters staff for being positive, committed and immersed in their work and is pleased with the collaborative effort that works well and will provide for a positive future

-The Bragg Creek library lending lockers are working well and are a great success

### 8.3 Upcoming Board Meeting

- Saturday, January 29, 2022, at 9:30vcam.
- The meeting will take place via Zoom

### 8.4 Marigold Board Orientations

- M. Toombs provided an orientation for new Board members on November 6, 2021
- Another orientation session will be tentatively held in December 2021. The date is to be determined

- An orientation for anyone who missed the first two orientations or would like a refresher session will be held on Saturday, February 12, 2022 at the new Marigold Headquarters

#### 8.4 Information Sharing – Roundtable

**Delia** – Delia has a brand new school and a brand new library

**High River** – The library is having a book sale. The Rotary Club is distributing 600 dictionaries to grade 3 and 4 students. The children are thrilled with the dictionaries

**Sheep River Library** – Things are going great at the library. There are two new projection systems in two different rooms. This is good for showing movies and for presentations

**Standard** – Due to the pandemic, the Standard Library Board has not been able to conduct the usual fundraisers and has begun dipping into their savings

**Morrin** – Morrin library will be moving into the new school. Morrin is using the Delia school as an example

#### 9. Book Draw

“Epic Drives of the World: Explore the Planet’s most Thrilling Road Trips” was won by J. Getz representing the Village of Standard

#### 10. Adjournment

-L. Lyster encouraged trustees to share information from this meeting with their local board and council

**DECLARATION:**

-L. Lyster declared the meeting adjourned at 12:30 pm

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CEO

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Board Chair