



**Marigold Library System
Board of Management Meeting
Saturday, January 29, 2022, 9:30 am – 12:35 pm
MINUTES**

MARIGOLD BOARD TRUSTEES IN ATTENDANCE			MARIGOLD HQ STAFF IN ATTENDANCE	
ACADIA	Maxine Booker	1	Michelle Toombs	Miriam Thompson
AIRDRIE	Natasha Roberts	2	Laura Taylor	Alida Pituka
BEISEKER	Sharon King	3	Lynne Price	Nora Ott (recording)
M.D. BIGHORN	Lynda Lyster	4	Richard Kenig	Rose Reid
CANMORE	Jennifer MacAuley	5		
CARBON	Michelle Lomond	6		
CHESTERMERE	Daina Barbary	7		
COCHRANE	Susan Roper	8		
CONSORT	Michael Beier	9		
CROSSFIELD	Luke Brennan	10		
DELIA	Melody Christofferson	11		
DRUMHELLER	Margaret Nielsen	12		
FOOTHILLS COUNTY	Eleanor Chinnick	13	ABSENT TRUSTEES EXCUSED WITH MOTION	
GHOST LAKE	Donna Bauer	14	ACME	Daniel Leronowich
HANNA	Sandra Murphy	15	STANDARD	John Getz
HIGH RIVER	Lynne Thornton	16	THREE HILLS	Carol Best
HUSSAR	Kristen Anderson	17		
I.D.9	Jean Marc Stelter	18	VACANCIES	
IRRICANA	Teresa Cameron	19	BANFF	
KNEEHILL COUNTY	Faye McGhee	20	EMPRESS	
LINDEN	Cynthia Klassen	21	MUNSON	

LONGVIEW	Jan Dyck	22	ABSENT TRUSTEES WITHOUT NOTICE	
MORRIN	Alenda Gridley	23	KANANASKIS I.D.	Darren Enns
OKOTOKS	Nicole Kiefuik	24	OYEN	Ed Hogan
ROCKYFORD	Tyler Henke	25		
ROCKY VIEW COUNTY	Nicholas Wiebe	26		
SPECIAL AREA# 2	Helen Veno	27		
SPECIAL AREA# 3	Elaine Michaels	28		
SPECIAL AREA# 4	Jodi Kurek	29		
STARLAND COUNTY	Lil Morrison	30		
STRATHMORE	Melissa Langmaid	31	GUESTS	
TROCHU	Jennifer Lyver	32	Barb Castell	Foothills County Councillor
TURNER VALLEY/ BLACK DIAMOND	Ian Huffman	33		
WAIPAROUS	Janine Jevne	34		
WHEATLAND COUNTY	Amber Link	35		
YOUNGSTOWN	Renee Laughlin	36		

MINUTES

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

- 1.1 Introduction of Delegates, guests and staff
 - N. Ott asked that the delegates and guests announce their virtual presence when called by Municipality. There were 36 members in attendance and one guest

- 1.2 Recognition of new Marigold Trustees
 There are currently three new Board members:

- Jennifer MacAuley from Canmore
- Tyler Henke from Rockyford
- Carol Best from Three Hills

There are currently 41 appointed Marigold Trustees

- 1.3 Acknowledgement of regrets and excused absences

MOTION: T. Cameron/ L. Morrison
 -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/N. Wiebe

-To approve the agenda as presented

CARRIED

3. Minutes of the November 27, 2021 Meeting

MOTION: E. Chinnick/M. Nielsen

-To accept the minutes of the November 27, 2021, Board Meeting as presented

CARRIED

4. Consent Agenda

4.1 Transfer of agenda items from Consent Agenda

4.2 Motion to accept remaining Consent Agenda items

MOTION: C. Klassen/N. Wiebe

-To approve agenda items 4.1 to 4.3

CARRIED

5. Decision

5.1 Financial

N. Kiefuik, Board Treasurer, presented a financial report for 2021

5.1.1 Marigold Financial Statements to December 31, 2021

MOTION: N. Kiefuik/L. Thornton

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

CARRIED

5.1.2 Provincial Population

-On January 13, 2022, the most recent population statistics were released by the Government of Alberta Treasury Board and Finance department.

-Marigold will be using these Government of Alberta Treasury municipal population numbers for the calculation of 2022 levy requisitions to be distributed in February 2022

- Information about the population is available in the Background Notes

5.1.3 Marigold Operating Budget 2022 – 2024

MOTION: M. Lomond/H. Veno

-To Approve the Draft Marigold Operating Budget for 2022 – 2024

CARRIED

5.1.4 Marigold Capital and Projects Budget 2022

MOTION: A. Link/N. Kiefuik

-To Approve the Draft Marigold Capital and Projects Budget 2022

CARRIED

5.1.5 Wheatland County Loan

-On January 19, lawyers representing Wheatland County provided information to Marigold Library System that paperwork had been processed. Marigold will receive the requested funds from the loan soon. Information has been provided in the Background Notes

5.2 Schedule C – Requisition to the Marigold Library Board

MOTION: M. Booker/J. Jevne

-To approve Schedule C: Requisition by the Marigold Board

CARRIED

5.3 New Headquarters Building

5.3.1 Building Cost Summary

- Lynne Price, Director of Service Delivery, provided information on Marigold Library System's new headquarters facility
- The final cost of the building was \$700,00 underbudget. In part, reduced costs were realized for planning, construction and operating a joint facility with WID
- Marigold requested and will be receiving a partial refund on landscaping and site services deposits. The remaining deposits will be refunded in the fall, pending approval by the Town of Strathmore
- Steps towards the formation of the Condominium Corporation with Marigold and the WID are in progress. Both organizations are waiting on an easement on the property to be discharged through Land Titles. After the discharge, a Certificate of Municipal Authority from the Town of Strathmore is required.
- Other steps necessary to form the Condo Corp are:
 - Obtaining insurance
 - Forming the Condo Corp
 - Establishing signing authorities
 - Setting up banking
 - Transferring the facility title to the Condo Corp
- It is anticipated that the formation of the Condo Corp will be completed in June 2022

5.3.2 Old HQ Building Sale

- An update on the former headquarters building sale is provided in the Background Notes

A meeting recess began at 10:48 am and ended at 10:58 am

5.4 Minimum Standards for New Libraries and New Services

<p>MOTION: N. Wiebe/J. Lyver</p> <p>-To approve that the minimum space allotment for Marigold to commit to providing full public library service and support in a new physical library space, including IT infrastructure and collections, is 1200 sq. ft.</p> <p style="text-align: right;">CARRIED</p>

5.5 Policies/Plans

5.5.1 Contingency Plan for Finance – Finance

<p>MOTION: N. Kieffuik</p> <p>-To approve the Contingency Plan for Finance</p> <p style="text-align: right;">CARRIED</p>

5.5.2 Board Member Compensation Policy – Governance

<p>MOTION: K. Anderson</p> <p>-To approve the Board Member Compensation Policy</p> <p style="text-align: right;">CARRIED</p>

5.5.3 Service Recognition Policy – Governance

<p>MOTION: K. Anderson</p> <p>-To approve the Service Recognition Policy</p> <p style="text-align: right;">CARRIED</p>

5.5.4 Library Service Points, Use of Work-Issued Technologies Policy – Governance

<p>MOTION: K. Anderson</p> <p>-To approve the Library Service Points, Use of Work-Issued Technologies Policy</p> <p style="text-align: right;">CARRIED</p>

5.5.5 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 Collection Management Policy and Schedule A (Statement on Intellectual Freedom and Libraries) and Schedule D (Criteria for Selection, Weeding and Disposition) CARRIED

- 5.5.6 Schedule B – Distribution of Materials 2022 (Collection Management Policy) – Standards & Services

MOTION: M. Booker
-To approve Schedule B – Distribution of Materials 2022 (Collection Management Policy) CARRIED

- 5.5.7 Schedule C – Shared Collections & Bestseller Program 2022 (Collection Management Policy) – Standards & Services

MOTION: M. Booker
-To approve Schedule C – Shared Collections & Bestseller Program 2022 (Collection Management Policy) CARRIED

- 5.5.8 Transfer Payment Policy – Standards & Services

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

- 5.5.9 Schedule A – Services Grant 2022 (Transfer Payments Policy) – Standards & Services

MOTION: M. Booker
-To approve Schedule A – Services Grant 2022 (Transfer Payments Policy) CARRIED

- 5.5.10 Schedule B – Community Library Grant 2022 (Transfer Payments Policy) – Standards & Services

MOTION: M. Booker
-To approve Schedule B – Community Library Grant 2022 (Transfer Payments Policy) CARRIED

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

MOTION: M. Booker
-To approve Schedule A IT Capacity Fund 2022) 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?

M. Nielsen from Drumheller – Book: “The Rose Code”, by Kate Quinn

This is a WWII fictional account of those who worked to break codes. Prince Philip and Katherine Middleton’s grandmother were portrayed in the novel

B. Castel from Foothills County – Book: “Broken Wing” by David Budbill

This is a story about birds and what is happening in nature

Movie on Amazon Prime: “Electrical Life of Louis Wain” starring Benedict Cumberbatch

N. Kiefuik from Okotoks -Book: “Giver of Stars” by JoJo Moyes

An historical fiction novel about packhorse librarians and their delivery of library materials to unreachable Kentucky

Book: “Truth Be Told”, by Beverly McLachlin

Former Chief Justice of the Supreme Court of Canada Beverley McLachlin offers an intimate and revealing look at her life, from her childhood in the Pincher Creek area of Alberta

Book: “Four Winds”, by Kristin Hanna

K. Anderson from Hussar- Book: Series by J.A. Jance

All books in the mystery series with Ali Reynolds as the main character are good reads

Janine Jevne from Waiparous- Book: “Small Things” by Mel Tregonning

This is a wordless picture book about a boy’s anxiety

C. Klassen from Linden: Book: “American Dirt”, by Janine Cummins

A novel about a Mexican bookseller who has to escape cartel-related violence with her son by running away to the US

L. Thornton from High River- Book: “Denial” by Beverly McLachlin

A gentle mystery book with no grisly scenes

N. Wiebe from Rocky View County- Book: “Wizard and the Prophet “ by Charles Mann

The book is about the environment and explains that there is a constant battle between using and having less

F. McGhee from Kneehill County -Book: “Forgotten Daughter” by Joanna Goodman

A novel about separatism in Quebec. A nice story based on true events

L. Brennan from Crossfield – Book: “Who Moved My Cheese?” by Spencer Johnson

A short read fiction self-help book that deals with overcoming change. It is written like a children’s book, but it is for adults

I. Huffman from Black Diamond/Turner Valley- Book: “ Humanity: A Hopeful History”, by Rutger Bregman

Within the badness of humans there is good. This book challenges humans to offer new perspectives. It presents the premiss that humans are wired for kindness, cooperation and trust

L. Lyster from Big Horn M.D. – Book: “State of Terror”, by Hillary Clinton and Louise Penny

State of Terror is a political-mystery novel written from the perspective of a former Secretary of State

S. Roper from Cochrane – Podcast: “Under the Influence with Terry O’Reilly”

These CBC Podcasts are available for download on demand

Movie Series: “Only Murders in the Building” on Disney

L. Taylor , Deputy CEO, from Marigold -Book: “Hour of the Witch” by Chris Bohjalian

Jennifer McAuley from Canmore – Book “The Library Book” by Susan Orlean

The Library Book is a combination of true crime investigation, personal memoir, and history. It tells the true story of the Los Angeles Public Library fire and its aftermath. It talks about the larger, crucial role that libraries play in people’s lives and delves into the evolution of libraries around the world. There is good information about libraries in this book

Book: “Denial”, by Beverly McLachlin

Movie: “Let It Be”, The 1970 Beatles documentary “Let It Be”, was recently recut into an three-part, six-hour-long, “The Beatles: Get Back”, which can be viewed on Disney+

Jenny Lyver from Trochu- Book: “The Rosie Project”, by Graeme Simson

Rose Reid, Indigenous Outreach Specialist, from Marigold- Book: “The Seed Keeper”, by Diane Wilson

The Seed Keeper follows a Dakhóta family’s struggle to preserve their way of life, and their sacrifices to protect what matters most

Tyler Henke from Rockyford – Book: “21 things you may not know about the Indian Act” by Bob Joseph

The essential guide to understanding the legal document and its repercussion on generations of Indigenous Peoples

Renee Laughlin from Youngstown- Book; “Last Train to London”, by Meg Waite Clayton

This novel centers on the Kindertransports that carried thousands of children out of Nazi-occupied Europe—and one woman who helped them escape to safety

T. Cameron from Irricana- Book “The Chrysalids”, by John Wyndham

A novel about conformity in a post-nuclear holocaust

M. Booker from Acadia M.D. - Movie: “Encanto”

Encanto is a computer-animated musical fantasy comedy film produced and distributed by Walt Disney Studios

E. Chinnick from Foothills County – Book: “The Forest of Vanishing Stars”, by Kristin Harmel

A coming-of-age World War II story about a young woman who uses her knowledge of the wilderness to help Jewish refugees escape the Nazis—until a secret from her past threatens everything

M. Lomond from Carbon – Book: “American Underdog” by Kurt Warner (also a Movie)

The inspirational true story of Kurt Warner, who overcomes years of challenges and setbacks to become a two-time NFL MVP, Super Bowl champion, and Hall of Fame quarterback

8. Information

8.1 Indigenous Services Update

– Rose Reid, provided an update about the work taking place promoting and providing library services to residents of the Stoney Nakoda Nation

-The people Rose serves are from Morley, Eden Valley and Bighorn reserves. There are three separate groups called the Chiniki, Bearspaw and Wesley nations

-In the last five years, Rose has met hundreds of people and has taken part in many cultural and educational events. Rose has worked hard to maintain relationships she has built as well as trying to create new relationships

-Rose creates Indigenous Book review videos

-Rose operates a small library called the Three Bands Library, similar to a book deposit, where she is working on creating a larger Indigenous collection with popular reading materials for all ages

-Over the years, Rose has managed to implement and/or maintain several initiatives such as:

- Summer Reading Program
- Book Bags for Babies
- green screen program

Several Successful Partnerships have been formed thanks to Rose:

- Wiyabe Society
- Chiniki College
- Indigenous Advisory Group
- Chief Jacob Bearspaw Memorial School
- Nakoda Elementary
- Morley Community School
- Ta Otha School
- Stoney Health
- Rotary Club of Canmore

Library memberships are created throughout the year at various visits and special events

8.2 Annual Library Staff & Board Trustee Satisfaction Survey

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

8.3 2021 Achievements, Marigold Library System

– Michelle Toombs, CEO, presented information on Marigold Achievements that took place in 2021

8.4 Townsite of Redwood Meadows

-Michelle Toombs, CEO, provided an update about discussions taking place with Redwood Meadows Council about library services for residents of that community

Redwood Meadows is currently pursuing a relationship with CPL.

-Redwood Meadows will be welcome to join Marigold if they are willing to sign a contract, if their efforts to partner with CPL do not come to fruition

8.4 Updates – M. Toombs

-Marigold has commissioned a two minute promotional video from Focus Communications that can be used to advocate the services that Marigold provides. Local Boards and Library staff may find it useful as well

-Former Marigold van driver, Alberta Herr, passed away recently

-Michelle Toombs, CEO, will retire at the end of June 2022

-Lynda Lyster, Board Chair, will be stepping down after the AGM in April 2022

- 8.5 Upcoming Board Meetings (in-person meetings pending provincial health guidelines)
- Saturday, April 30, 2022, 9:30am – Marigold Library System
 - The April meeting and AGM is scheduled for Saturday, April 30, 2022 at 9:30am. The meeting format is tentatively scheduled to be in-person in the Community Room of Marigold’s new facility, pending provincial health guidelines. If we are unable to meet in-person, the meeting will be scheduled via Zoom.
 - Saturday, August 27, 2022, 9:30am – Marigold Library System
 - August meeting is scheduled for Saturday, August 27, 2022 at 9:30am. The meeting format is tentatively scheduled to be in-person in the Community Room of Marigold’s new facility, pending provincial health guidelines. If we are unable to meet in-person, the meeting will be scheduled via Zoom
 - Saturday, November 26, 2022, 9:30am
 - The November meeting is scheduled for Saturday, November 27, 2021 at 9:30am. The meeting format will take place virtually by Zoom
- 8.6 Marigold Board Orientation
- Saturday, February 12, 2022, 9:30am – Zoom
- 8.7 Information Sharing – Roundtable
- STRATHMORE: The library has eliminated their fines and fees and is forgiving all previous fines. This abolition of fines and fees is seen as a benefit to the community and has been successful so far
- HANNA: The newly hired Director at Hanna Library resigned, and Hanna is once again looking for suitable candidates
- CANMORE: 2022 is the 50th Anniversary of the Canmore Public Library. A time capsule is being installed, containing a diverse range of objects. Because of the many Olympians that live in the Bow Valley area, there is an Olympian display at the Canmore Library.

9. Book Draw

The book, “Abandoned Alberta” by Joe Chowaniec, was won by Sharon King from Beiseker

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 12:35 pm

CEO

Board Chair