

**Blackfalds Library Board Meeting Minutes  
January 7, 2025**

**Meeting was called to order** at 6:33 p.m. by Library Administrator Carley Binder

Present: Richard Poole, Glenda Brown, Edna Coulter, Glyn Evans, Starr Sinclair, Ray Olfert & Peter Gomes

Absent:

Regrets: Marina Appel, Ann Siford & Vincent Wolfe

Staff: Carley Binder, Administrator

**1. Introduction of New & Returning Board Members: Peter Gomes and returning members, Ray Olfert & Richard Poole.**

**2. Organizational Meeting for 2025 year:**

Board Chair: Glyn Evans

Vice Chair: Glenda Brown

Secretary: Starr Sinclair

Bank Signing Authority to remain unchanged from last year: Glyn Evans, Ray Olfert, Glenda Brown & Carley Binder

**MOTION L1-25**

Moved by Edna Coulter that Glyn Evans, Ray Olfert, Glenda Brown & Carley Binder remain signing authority for the Blackfalds Public Library. **C.U.**

**3. Acceptance of the Agenda**

**MOTION L2-25**

Moved by Richard Poole to accept the agenda items **C.U.**

**4. Acceptance of Consented Agenda**

**2.1** Minutes of the November 5, 2024 meeting

**2.2** Programmer's update for November 2024

**2.3** Statistics for November 2024

**MOTION L3-25**

Moved by Ray Olfert to accept the Consented Agenda. **C.U.**

**5. Business from Last Meeting:**

**5.1** Website – Manager and Board Chair meeting was scheduled for January 6<sup>th</sup> to discuss library websites.

**5.2** Glenda Brown, board Vice Chair, was emailed by a staff person about being stalked. Looking into possible banning person from the library. Have we contacted bylaw officers about stalker? It has been reported to the organization they work for and he was banned from working there. Feel like there may not be grounds to ban individual now but acknowledge that is should be addressed. It is creating an unsafe environment for the staff. Also, teens were caught exchanging money in the library. (Potential drug transaction) Enforcement was called by library staff.

#### **MOTION L4-25**

Moved by Richard Poole for the meeting to go *in camera* at 6:55pm. C.U.

#### **MOTION L5-25**

Moved by Richard Poole for meeting to *come out of in camera* at 7:28pm

#### **MOTION L6-25**

Moved by Edna Coulter for Administrator, Carley Binder and Board Chair, Glyn Evans, to write an invitation letter/email to the Director of Emergency Management & Protective Services, Ken Morrison, Bylaw Officer, Joe Croken and CAO, Kim Isaak for a meeting about safety concerns at the library. **C.U.**

Side Note: Board Chair, Glyn Evans & Vice Chair, Glenda Brown will attend the meeting as well.

**6. Board Basic Workshop** – No new dates announced that are close to Blackfalds.

#### **7. New Business**

**7.1** Acceptance of Income Statement, Budget update & Direct Bill payments for December 2024 Payments.

#### **MOTION L7-25**

Moved by Ray Olfert to accept the Income Statement Budget update & Direct payments for December 2024 as information. **C.U.**

**7.2** February 17 – open on Family Day Stat from 12pm – 4pm for Blackfalds Winter Fest – 2 board volunteers to help with greeting and directional needs. Volunteers: Peter, Richard & Glenda. Board requested Carley put a reminder in the February Board Package.

**8. Policies** – Social Media Policy – draft review

Questioning the need for “Unless authorized by the Boards to use social media on the Board’s behalf” (p.2), since only the board chair would do that. Suggested that the sentence be removed. Suggestion to edit and change it to only the Chair or Library manager is authorized to use social media on the Board’s behalf and move it to an earlier section more relevant to the statement. Suggestion that we see a final report before it is approved.

#### **MOTION L8-25**

Moved by Richard Poole to review final policy at the February meeting. **C.U.**

Side note: Edna Coulter asked if Carley can send the revised policy draft one week before the meeting to allow time for review.

**9. Plan of Service** –No update.

**10. Bylaw** – Nothing new to review.

**11. Emergency Planning** – Review June 2025

**12. Round Table Discussion** –

May 31 & June 1 is our next Library Casino Fundraiser. Volunteers will be needed. Carley will email everyone the details.

Dominos fundraiser for the library with proceeds going towards programs. The fundraiser is from Jan. 15 – Feb. 15.

It was suggested that we try and get back on the Bulldogs 50/50. Carley will look into it for next year.

**13. Adjournment:** Adjourned at 8:01 P.M.

**Next Regular Board Meeting: Tuesday, February 4, 2025 at 6:30 pm**

Regrets: