

**Minutes of the  
Okotoks Public Library Board Meeting  
Thursday 23 May, 2024**

**Board members present:**

Randy Angle

Oliver Hallmark

Barb Castell

Gloria Schwabe

Sarah MacDonald

**Absent with regrets:**

Kazem Mashkournia

Sara Maseko

Alexandra Owens

**Absent:**

Brad Cale

**Staff present:**

Sarah Gillie – Library Director

Sarah Lantry – Assistant Director

The meeting Chair (Randy Angle) called the meeting to order at 7:32pm.

**Indigenous Lands Acknowledgement** led by Randy Angle

**Adoption of the agenda**

The agenda was circulated prior to the meeting.

**Motion:** by Sarah MacDonald that the agenda be accepted as circulated.

**Carried**

**Consent Agenda**

The April 25, 2024, Board meeting minutes were circulated by email prior to the meeting.

**Motion:** by Barb Castell to accept the minutes and reports in the Consent Agenda as presented.

**Carried**

## **Library Backgrounder**

Sarah Gillie gave a short background information talk on Bestsellers at OPL .

## **Update from Janette Messer, Special Projects Manager, Town of Okotoks reported by Sarah Gillie**

**Motion:** by Oliver Hallmark to accept report as information.

**Carried**

## **Regular Agenda**

### **Town of Okotoks Report - Oliver Hallmark**

- Town received a grant for 3 new EV stations
- Changed scholarship awards policy to \$1000 for each high school, community service focused
- Talked about attending Southern Alberta Library Conference

**Motion:** by Sarah MacDonald to accept the Town of Okotoks report as information.

**Carried**

### **Foothills County Report - Barb Castell**

- Barb was interviewed for the History of the Library book
- Millarville fair books available at front desk
- Spoke about the fair meeting and some interesting activities occurring
- Council set the mill rate based on the increase in property values

**Motion:** by Oliver Hallmark to accept the Foothills County report as information.

**Carried**

### **Marigold Library System Report – Nicole Kiefuik**

- No update

### **Library Director's Report – Sarah Gillie**

The Library Director's report was circulated prior to the meeting.

- Spoke about upcoming workshops at the library
- Provided the board an update on the front doors of the library

**Motion:** by Barb Castell to accept the Library Director's report as information.

**Carried**

**Treasurer's Report – Sara Maseko**

The Treasurer's report and the April Interim Financial Statements were circulated prior to the meeting.

**Motion:** by Oliver Hallmark to accept the Treasurer's report as information.

**Carried**

**Plan of Service Committee Report – Gloria Schwabe**

The Plan of Service Committee report was circulated prior to the meeting.

- Community engagement activities are in planning
- Staff engagement is underway

**Motion:** by Oliver Hallmark to accept the Plan of Service Committee report as information.

**Carried**

**History of the Library Report – Sarah Gillie**

The History of the Library Committee report was circulated prior to the meeting.

- Additional interviews have been conducted and are in the process of being edited and transcribed.

**Motion:** by Sarah MacDonald to accept the History of the Library Committee report as information.

**Carried2**

**Advocacy and Fundraising Committee Report – Gloria Schwabe**

The Advocacy and Fundraising Committee report was circulated prior to the meeting.

- Reading Dragon funding secured
- Friend of Library Foundation book sale May 31 to June 2
- Volunteers are still required for the Friends of the Library Casino in September

**Motion:** by Barb Castell to accept the Advocacy and Fundraising Committee report as information.

**Carried**

**Policy Committee Report – Randy Angle**

- Progress is being made, next meeting June 13th

Next Board meeting will be on Thursday, 27 June 2024 at 8:30pm.

**Certified Correct:**



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**Randy Angle**  
**Vice Chair**



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**Gloria Schwabe**  
**Recording Secretary**