

**Minutes of the  
Okotoks Public Library Board Meeting  
Thursday March 24, 2022**

**Board members present:**

Pat Coe  
Myra Mackay  
Randy Angle  
Lorraine Cathro  
Lorna Stuber  
Rachel Swendseid  
Kazem Mashkournia  
Paul Kealy  
Barb Castell

**Absent with regrets:**

Nicole Kiefuik

**Staff present:**

Sarah Gillie – Acting Library Manager  
Lisa Wright – Recording Secretary

**Guests present:**

Susan Laurin, Community Health and Safety Director, Town of Okotoks

All attendees were present via Zoom.

The Chair called the meeting to order at 7.00pm.

**Indigenous Lands Acknowledgement** led by Randy Angle

**Adoption of the agenda**

The agenda was circulated prior to the meeting.

**Motion:** by Councillor Rachel Swendseid that the agenda be accepted as circulated.

**Carried**

**Update from Susan Laurin**

- Susan Laurin noted that the Town is getting back to “business as usual” and will soon be holding outdoor events, including the annual Okotoks Parade.

**Motion:** by Randy Angle to accept Susan Laurin’s report as information.

**Carried**

### **Consent Agenda**

The February 24th, 2022 Board meeting minutes were circulated by email prior to the meeting:

**Motion:** by Councillor Barb Castell that the minutes of the February 24<sup>th</sup> Board meeting be accepted as information.

**Carried**

### **Regular Agenda**

#### **Acting Library Manager’s Report – Sarah Gillie**

The Acting Library Manager’s report was circulated prior to the meeting.

- Sarah Gillie noted that in-person programming has now started. Baby and preschool classes are filling up very quickly and there is also a lot of interest in upcoming juvenile and adult programs.
- The library will work with Foothills Community Immigration Services (FCIS) to get some library signage and information documents translated into other languages.

**Motion:** by Paul Kealy to accept the Acting Library Manager’s Report as information.

**Carried**

#### **Treasurer’s Report – Kazem Mashkournia**

The Treasurer’s report and the February 2022 Interim Financial Statement were circulated prior to the meeting. Kazem has taken over from Lorraine Cathro, as Treasurer, and Pat Coe thanked Lorraine for all her work as Treasurer.

**Motion:** by Paul Kealy and Councillor Barb Castell that the Treasurer’s Report be accepted as information.

**Carried**

#### **Advocacy and Fundraising Committee Report – Lorraine Cathro**

Committee members: Lorraine Cathro, Pat Coe, Lorna Stuber, Myra Mackay, Sarah Gillie.

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

- Sterling Homes will be sponsoring the Flex Room in the Youth Services Area.
- Board members are asked to volunteer to help with the Chamber of Commerce Trade Show on May 6<sup>th</sup> and 7<sup>th</sup>.
- Library Giving Day is on April 6<sup>th</sup>. We will be asking for donations to decorate a "Giving Tree."

**Motion:** by Lorraine Cathro that the adapted Memorandum of Agreement signed by Sterling Homes is accepted.

**Motion:** by Kazem Mashkournia to accept the Advocacy and Fundraising Committee Report as information.

**Carried**

**New Business**

- Sunset Drive-in update
  - The Board have registered interest in volunteering at the High River Sunset Drive-in this summer.
- Marigold Conference
  - The conference will be held on May 11<sup>th</sup> in Calgary and Board members are welcome to attend.

**Motion:** by Pat Coe to adjourn the meeting at 7:41pm

**Carried**

Next Board meeting will be on Thursday April 28th, 2022 at 7:00pm.

**Certified Correct:**



**Pat Coe**  
**Board Chair**



**Lisa Wright**  
**Recording Secretary**