



Municipality of Crowsnest Pass Library Board
Regular Board Meeting
Tuesday February 22, 2022 (1:30pm)
Crowsnest Community Library Auditorium

Minutes

Attendance: Diane deLauw (Library Manager / Treasurer), Nicole Stafford (Secretary), Doreen Glavin (Municipal Council Rep), Gale Comin (Treasurer), Lisa Sygutek (Municipal Council Rep), and John Hucik.

Regrets: Margaret Thomas (Vice Chair)

Absent: Erin Matthews (Chair)

1. Call to Order - Nicole called the meeting to order at 1:42 pm

2. Agenda - February 22, 2022

Doreen made a motion to adopt the agenda. John seconded. Motion carried.

3. Adoption of Minutes - November 23, 2022

Lisa made a motion to adopt the minutes. Doreen seconded. Motion carried.

4. Treasurer position - (nominated at AGM January 25, 2022)

Gale Comin accepted the Treasurer position on the Library Board.

5. Annual Report

Gale made a motion to approve the annual report to submit to the Public Library Service Branch . Nicole seconded. Motion carried.

6. Librarians Report (attached)

Nicole made a motion to approve the Librarians Report. Gale seconded. Motion carried.

7. Financial Report (attached)

Nicole made a motion to adopt the financial report. John seconded. Motion carried.

8. Meeting Adjournment

Nicole made a motion to adjourn the meeting at 2:22 pm.

Next regular meeting date: March 22, 2022 at 1:30pm.

Approved _____ Date _____

Librarians Report February 22, 2022

COVID restrictions lifting

- Open at full capacity / No masking for children 12 and under.
- In-person / group programs can resume (including Library Board meetings).
- March 1 more to be announced.

Programming

- BRAT Pack will resume in-person March 1.
- 40 Developmental Assets would like to partner on movie nights and other programs.
 - They are storing equipment at the Library for this purpose.
- Library phones can be used by the general public for personal or business calls.
 - We have informed Kim at the Municipality and she will let people know.

Resources

- Zoom has been installed on the Chromebook, and it has been borrowed a few times.
- The Smart Hub is getting more popular, and has been out regularly.
- Snowshoes have been going out regularly.

Building/Yard maintenance

- Furnaces have had some issues.
 - Municipality ordered parts and will do maintenance.

Financial update

- Full Municipal funding was received the first week in February (after requested).
- Bank has given me online (view only) access to my accounts.
- GIC purchased at .8%.
- Large increase in Utility bills for January & February.

Chinook Arch

- SALC Conference will be 1 day and in celebration of their 30th anniversary on April 29th.
- VOIP phone systems are not a viable option for us as we need to keep a landline for security and alarm systems.

Staffing

- We have been running short staffed so far in 2022.
- We have managed to maintain regular opening hours.
- Full staffing should resume March 1st.

Friends of the Library

- Working on coordinating another round of Adirondack Chairs.
- Looking for volunteers for the Casino at the end of June.
- Applying to be added to the list for the donation bin at Pass Beverages.

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Crowsnest Pass Municipal Library

Annual
Report
2021



The library had **2,367**
open hours in 2021!



2,044 people have a card
at our library



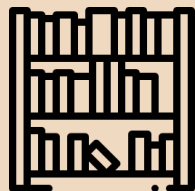
5,750 people walked
through our doors last year



In addition to **25,427**
website visits



The library added **1,849**
new items last year



Bringing the total
collection to **17,486**



There were **8,971**
downloads of e-Content



Contributing to a total of
45,727 checkouts!



We lent our items to
libraries outside of our
system **106** times



Our service is delivered
by **3** dedicated staff



Who answered over 5500
reference questions



The library has **5** public
computers



And brought in **292** items
upon patron request



The library produced **7**
informative newsletters



Over **800** people viewed
each newsletter



They were in use for a
total of **930** hours!



We offered **15**
programs for kids



58 for adults and
seniors



And **27** for
families



1,298 people
attended in total!



There were also **3,525**
connections to our Wi-Fi