

**CITY OF AIRDRIE LIBRARY BOARD**  
**August 20, 2019**

Minutes of a Special Meeting of the City of Airdrie Library Board, held at the Vincent Room, City Hall, with the following:

**PRESENT:**

*Members* (Chair) D. Nelles  
G. Anderson  
C. Buchanan  
L. Cygman  
Councillor A. Jones  
Councillor T. Petrow  
S. Sweet

*Staff* Director: P. Medland  
Recording Secretary: K. Rushford

*Absent with Regrets* K. Jessen

**Agenda Item 1**

**CALL TO ORDER**

The Chair called the meeting to order at 6:31 p.m.

**Agenda Item 2**

**WELCOME GUESTS**

There were no guests.

**Agenda Item 3**

**ADDITIONS TO AND ACCEPTANCE OF AGENDA**

**2019-L-030**

**MOTION: G. Anderson/A. Jones**

**CARRIED**

That the agenda be accepted as presented.

**Agenda Item 4**

**PUBLIC QUESTION AND ANSWER PERIOD**

There were no questions from the public.

**Agenda Item 5**

**NEW BUSINESS**

**Agenda Item 5.1**

**Report to the Board – Draft 2020 Budget**

The Director presented a Report to the Board on the draft 2020 Budget. The Budget has been prepared assuming a Provincial Operating Grant at the 2019 level (based on 2016 population). The 2019 Provincial Operating Grant is \$343,000, of which \$170,000 has been received. More is expected once the Provincial Budget comes out. The Budget also assumes that Rocky View County will continue to contribute \$4.00 per capita. There was a discussion about the total local appropriation figures for the benchmark communities.

**Agenda Item 5.2**

**Draft 2020 Budget**

The Director presented the draft 2020 Budget. There was discussion about options to decrease costs for benefits. The Chair advised that the Board could issue an RFP to see what other benefit companies can do for the cost the Board is currently paying, or less. Administration will investigate if and when the Board can pull out of the City's benefit plan.

It was asked whether Administration considered raising fines and user fees. The Director advised that this is a possibility, but recommended that it not be done at this time with the new facility coming.

There was discussion about the Books for Babies program. A comment was made that it may be possible to keep the program if books are purchased elsewhere at a lower price. The Chair advised that the Finance Committee considered the connection between the program and the Plan for Service and did not see a direct connection to giving away books.

Concern was raised over the \$30,000 cost for a consultant for the capital campaign. The Chair advised that the Board engaged a third party consultant in preparation for a capital campaign and the resulting Goldie Report recommended the \$30,000 figure. The Director noted that \$30,000 is for the whole package, not just the consultant.

There was discussion about redoing the logo at this time. It was asked whether the Board has relationships with any graphic designers, printers or marketers that we could approach for gift-in-kind sponsorships.

A question was asked about the status of approaching Rocky View County for an increase in their per capita contribution. The Chair advised that there was significant discussion on this at the informal meeting in June. Staff are in the process of collecting information on grants, payments to Marigold and Marigold's plans to advocate with Rocky View County. Once this has been completed, the sub-committee will meet with representatives from Marigold and/or the Public Library Services Branch.

Decision on the draft 2020 Budget was moved to follow Agenda Item 5.3.

### Agenda Item 5.3

#### Report to the Board – Potential Wage Savings 2020

The Director presented a Report to the Board on Potential Wage Savings in the 2020 Budget. The Director clarified the number of hours per week that would be reduced. A comment was made that the Board needs to do anything it can to mitigate the increase to the operating grant request.

2019-L-031

**MOTION: A. Jones/L. Cygman**

**CARRIED (1 opposed)  
Opposed: C. Buchanan**

That the Library Board not renew the term employment contract expiring December 13, 2019.

A comment was made that the term employee should be retained because of the heavy workload and high turnover rate. A suggestion was made that the term employee could be offered an on-call position..

It was asked whether shelving responsibilities can be given to volunteers. The Director advised that volunteers already do some shelving, but that reliable steady employees are needed for shelving.

Agenda Item 5.2

Draft 2020 Budget

2019-L-032

MOTION: G. Anderson/C. Buchanan

CARRIED

That the Library Board present the Draft 2020 Budget, as revised, to Council.

Agenda Item 6

**SUMMARY OF ACTION ITEMS FOR NEXT MEETING**

Director - Investigate if and when the Board can pull out of the City's benefits plan.

Councillor Jones advised that Council has appointed two new members to the Airdrie Library Board and that both are interested in being on the Finance Committee. The Chair thanked Council for expediting the appointments.

**NEXT REGULAR MEETING OF THE BOARD**

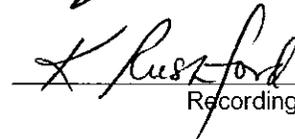
The next Regular Meeting of the Board will be held on Tuesday, September 24, 2019 at 6:30 p.m. in the Vincent Room, Airdrie City Hall.

**ADJOURNMENT**

The Chair declared the meeting adjourned at 7:52 p.m.



Chairman



Recording Secretary

