

# ANNUAL GENERAL MEETING

Marigold Library System

Board of Management

Saturday, 18 April, 2015

Hope Community Covenant Church

Strathmore, Alberta

## MINUTES

### MARIGOLD BOARD MEMBERS IN ATTENDANCE

ACADIA	Maxine Booker	1
ACME	Daniel Leronowich	2
M.D. BIGHORN	Lynda Lyster	3
BLACK	Diane Osberg	4
DIAMOND/TURNER VALLEY		
CANMORE	Judith Smith	5
CARBON	Richard Ekman	6
CEREAL	Elaine Michaels	7
CHESTERMERE	Lennox Gomes	8
COCHRANE	Susan Roper	9
DRUMHELLER	Margaret Nielsen	10
EMPRESS	Sheila Howe	11
FOOTHILLS M.D.	Eleanor Chinnick	12
HANNA	Jerry Kruse	13
HIGH RIVER	Linda Schafer	14
HUSSAR	Kristen Anderson	15
KNEEHILL COUNTY	Glen Keiver	16
LONGVIEW	Jan Dyck	17
MORRIN	Karen Neill	18
OKOTOKS	Leslie Duchak	19
OYEN	Dennis Punter	20
ROCKYFORD	Gary Billings	21
ROCKY VIEW COUNTY	Lois Habberfield	22
SPECIAL AREA # 2	Bob Gainer	23
SPECIAL AREA # 3	Helen Veno	24
STANDARD	John Getz	25
STARLAND COUNTY	Lil Morrison	26
STRATHMORE	Denise Peterson	27
THREE HILLS	Ron Howe	28

### MARIGOLD HQ STAFF IN ATTENDANCE

Michelle Toombs	Wendy Anderson
Laura Taylor	Caleigh Haworth
Lynne Thorimbert	Wendy Rezansoff
Carlee Pilikowski	Lynn Blain
Lorraine Betts	Clara Cao
Nora Ott (recording)	
Margaret Newton	
Steven Copland	
Jaspreet Singh	
Mike Froese	
Barb Froese	
Jessie Bach	

### REGRETS WITH NOTICE

AIRDRIE	Kayla Jessen-White
CROSSFIELD	Jo Tennant
DELIA	Barb Marshall
GHOST LAKE	Donna Bauer
LINDEN	Wendy Marsh
TROCHU	Bill Cunningham
WAIPAROUS	Sandra Barker
YOUNGSTOWN	Lorraine Ruppert

### GUESTS

Jen Anderson	PLSB	1
Marian Walsh	Okotoks	2
Marilyn King	Chestermere	3
Shawna Biddles	Chestermere	4
Diane Porter	High River	5
Erin Gregory	Auditor	6
Mike McCutcheon	Auditor	7
Michael Ell (Mayor)	Strathmore	8

### REGRETS WITHOUT NOTICE

BEISEKER	Leo Louwerse
IRRICANA	Dennis Tracz
KANANASKIS I.D.	Susan Billington
MUNSON	Lyle Cawiezel
SPECIAL AREA #4	Lisa Vert
WHEATLAND COUNTY	Berniece Bland

# AGM 2015

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## ANNUAL MEETING

1. CALL TO ORDER

-L. Lyster called the Annual General Meeting to order at 9:55am

2. Approval of Agenda

-The minutes of the April 12, 2014 AGM that were approved at the 2014 August Board meeting were available for review

3. Governance Statements

**Mission Statement**

-Marigold cultivates a collaborative library community to support a range of responsive, quality library services.

**Vision**

-Leaders in library service and innovation

**Values**

-Leadership

-Respect

-Responsiveness

-Communication

-Integrity

-Inclusiveness

-Accountability

**Policy on Policy Making**

-The Libraries Act and Regulation and Marigold Library System Agreement authorize Marigold Library Board to govern Marigold Library System. With that authority, Marigold Board assumes the responsibility of developing policy related to framework, governance, advocacy, and operational management of Marigold

4. 2014 Audited Financial Statement

-M. McCutcheon and E. Gregory from Gregory, Harriman & Associates presented the 2014 Audited Financial Statement

**MOTION:** L. Duchak/M. Nielsen

-To accept that the Marigold Library Board's financial statements, for the fiscal year ending December 31, 2014, be taken as read, verified and approved

CARRIED

5. Appointment of Auditor for 2015

**MOTION:** G. Billings/M. Nielsen

-That Gregory, Harriman & Associates be named as auditor for 2015

CARRIED

6. Annual Report – C. Pilikowski

-Carlee Pilikowski presented the Annual Report for 2014. As stated in the Marigold Agreement, after this meeting, the Annual Report will be sent to key stakeholders including municipalities and the Public Library Services Branch

**MOTION:** J. Dyck/L. Schafer

-To accept the Annual Report for 2014

CARRIED

7. Elections & Appointments to Committees

Board Chair:

**MOTION:** J. Dyck/E. Michaels

-That Lynda Lyster be nominated for Chair of the Marigold Board

DECLARED

Vice Chair:

-As outlined in Marigold's Constitution, the Vice Chair will be chosen from members of the Executive Committee at the meeting following the AGM, which will be on May 20, 2015

Lynda Lyster acknowledged Leslie Duchak, the outgoing Vice Chair, for her knowledge and wisdom that she shared with the Executive, Finance, Governance, HR and Schedule "C" committees during her 7 years on the Marigold Board. Lynda also recognized Leslie for her work as the ALTA representative for the Marigold Library System. Leslie was presented with flowers in appreciation for her work with the Marigold Board

Treasurer:

-Treasurer, Gary Billings, was appointed at the February Executive meeting in order to have signing authority for March 2015

**MOTION:** J. Dyck/E. Michaels

- That the following members be elected to the Executive Committee

- **Chair** Lynda Lyster - M.D. of Bighorn

As representatives from the top three populations in Marigold:

- Kayla Jessen-White - City of Airdrie
- Marian Walsh - Town of Okotoks
- Lois Habberfield - Rocky View County

As Members-at-large:

- **Treasurer** Gary Billings - Village of Rockyford
- Maxine Booker - M.D. of Acadia
- John Getz - Village of Standard
- Lil Morrison - Starland County
- Susan Roper - Town of Cochrane
- Linda Schafer - Town of High River

And that the **Vice Chair** be appointed from the above members, at the next Executive Committee meeting

CARRIED

**MOTION:** J. Dyck/E. Michaels

-That Lil Morrison, Helen Venno, Diane Osberg, Jerry Kruse, and Lynda Lyster, as ex officio, be appointed to the Advocacy Committee and that Lil Morrison be appointed Chair and representative on the Executive

CARRIED

**MOTION:** J. Dyck/E. Michaels

- That Kristen Anderson, Margaret Nielsen, Denise Peterson and Lynda Lyster, as ex officio, be appointed to the Governance Committee and that Kristen Anderson be appointed Chair

CARRIED

-Jan Dyck asked if there were any nominations for the Governance Committee. Eleanor Chinnick put her name forward. There were no further nominations

**MOTION:** J. Dyck/E. Michaels

-That Eleanor Chinnick be appointed to the Governance Committee

CARRIED

-Jan Dyck later volunteered to fill the remaining vacancy on the Governance Committee

**MOTION:** J. Dyck/E. Michaels

-That Gary Billings, John Getz and Lynda Lyster, as ex officio, be appointed to the Finance Committee and that Gary Billings be Chair because he is Marigold's Treasurer and the representative on the Executive

CARRIED

**MOTION:** J. Dyck/E. Michaels

-That Maxine Booker, Elaine Michaels, Linda Schafer, Jo Tennant and Lynda Lyster, as ex officio, be appointed to the Standards & Services Committee and that Maxine Booker be appointed Chair and the representative on the Executive Committee

CARRIED

**MOTION:** J. Dyck/E. Michaels

-That John Getz, Gary Billings and Lynda Lyster, as ex officio, be appointed to the Building Committee and that John Getz be appointed Chair and representative on the Executive

CARRIED

-Jan Dyck asked if there were any nominations for the Building Committee. Denise Peterson put her name forward. There were no further nominations

**MOTION:** J. Dyck/E. Michaels

-That Denise Peterson be appointed to the Building Committee

CARRIED

-Members were told that they could speak with John Getz, Gary Billings or Michelle Toombs for more information about volunteering for the remaining vacancy on the Building Committee

**MOTION:** J. Dyck/E. Michaels

-That Susan Roper, Diane Osberg, Berniece Bland and Lynda Lyster, as ex officio, be appointed to the HR Committee and that Susan Roper be appointed Chair and representative on the Executive

CARRIED

## 8. Signing Authority

-As outlined in Marigold's Constitution, the Vice Chair will be elected at the next Executive meeting on May 20, and will be approved by the Marigold Board in August. At that time, the Executive will move that the Vice Chair have signing authority as per past practice

**MOTION:** G. Billings/L. Morrison

-That Chair, Lynda Lyster or Treasurer, Gary Billings *and* CEO, Michelle Toombs or Assistant Director, Laura Taylor or Service Delivery Manager, Lynne Thorimbert have signing authority where Marigold Library System does banking in Strathmore

CARRIED

9. Disposal of Records

-During 2014, the records of Marigold Library System for the year 2006 were disposed of in accordance with the records management policy

10. Adjournment of Annual Meeting

**MOTION:** K. Anderson/L. Habberfield

-To adjourn the Annual General Meeting

CARRIED

The AGM was adjourned at 10:40 am

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CEO

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Board Chair