

**COBALT PUBLIC LIBRARY  
MINUTES OF THE BOARD MEETING  
March 2, 2025**

- **Call to Order**

Meeting called to order by Chair Mary Church at 9:34 am

**Attendees:** Mary Church, Tamara Fishley, Cathy Lafoy, Marilyn Lubbock, Suzanne Othmer, Bonnie Mederak

**Regrets:** Gary Hughes

**Members of the Public:** None

- **Declaration of Pecuniary Interest and the General Nature Thereof:** None

- **Adoption of the Regular Meeting Agenda**

Motion #2025-4

Be it resolved that the Cobalt Public Library approve the Meeting Agenda of March 1 25, 2025 as amended

Moved by: Tamara Fishley                      Seconded by: Marilyn Lubbock  
VOTE: Carried

- **Approval of Previous Cobalt Public Library Board Meeting Minutes**

Motion #2025-5

Be it resolved that the Cobalt Public Library Board approves the minutes regular meeting of January 25, 2025, as presented.

Moved by: Tamara Fishley                      Seconded by: Suzanne Othmer  
VOTE: Carried

- **New Business**

- 1. Treasurer Report

- An update was discussed as well as an update on types of CIBC bank accounts available.

- Motion #2025-6

- Be it resolved that the Cobalt Public Library Board requests changes for the second bank account.

- Moved by: Tamara Fishley

- Seconded by: Cathy Lafoy

- VOTE: Carried

- 1B. 2024 Audit Update

- All electronic information has been sent, all printed information will be dropped off at the Cobalt Town Office.

- 2. CEO REPORT FOR FEBRUARY 2025

- We are still working on training manuals for both the library clerk and the CEO.
  - We adding to the schedule for in house projects. We have started with Homework Buddy, Lego Club for ages 6 to 9, open Lego Club and Tech help. We have craft days, board game days and electronic game day. We are looking into trivia night social, book clubs.
  - Our Lego group was held on February 13, 2025, we had 5 kids sign up for the club, Craft Day on February 15<sup>th</sup> we had 7 people.
  - We are working on making sure all the books are Cataloged properly for reporting. The Children's section should be done by next week.
  - The French Books that were old and not catalogued were donated to Ecole publique des Navigateurs.
  - New ballasts were installed with LED lights. I am working on locating the covers for them. We have found 12 still needing to locate the other 18.
  - Still waiting on confirmation of the letter to CRA requesting Tamara's name be added to the account.
  - We are waiting on information regarding the licensing for draws.

- I have seeds coming for the seed Library and we are also enrolled in the Plant a seed and read program.
- We are now signed up for Budget Billing for Hydro.
- Repairs have been completed.
- In January 2025 we had 200 and in February we had 140 visits to the library. Last month we had 165.

#### Motion #2025-7

Be it resolved that the Cobalt Public Library Board requests that all patrons entering the Cobalt Public Library sign in or scan their Library card.

Moved by: Mary Church

Seconded by: Suzanne Othmer

VOTE: Carried

#### 2. 2025 Budget Approval

#### Motion #2025-8

Be it resolved that the Cobalt Public Library Board Approve our 2025 Budget.

Moved by: Tamara Fishley

Seconded by: Cathy Lafoy

VOTE: Carried

#### 4. Library Policy Review

Rescheduled to review HR Policies at our next meeting.

#### 5. Fundraisers

Discussed different Fundraisers.

#### Motion #2025-9

Be it resolved that the Cobalt Public Library Board have an Easter Basket Draw on April 17, 2025.

Moved by: Suzanne Othmer

Seconded by: Marilyn Lubbock

VOTE: Carried

#### 6. Bank Update

Meeting was held at the bank and signing privileges have been confirmed.

7. Donations

Donation letters were signed and will be mailed by March 8, 2025

7. ADJOURNMENT

Be it resolved that the Regular Meeting of the Cobalt Public Library Board be adjourned at 11:17 A.M.

**NEXT MEETING:** April 26, 2025, at 9:00 A.M.