



Chetwynd Public Library

Regular Board Meeting January 27th, 2016 Minutes -Approved

Call to Order: 6:01pm

Present: Margaret Movold, Hilde Kirschbaum, Rosa Enes, Dana Bergan, Tanya Harmacek, Ana Peasgood, Dan Rose, Randi Brown, Rochelle Galbraith,

Regrets: Sara Hoehn, Gloria Millsap

Adoption of the Agenda: Motion to adopt the agenda RG/RE MSC

Minutes of the last special meeting: Motion to adopt the minutes of the January 27, 2015 special meeting TH/HK MSC

Minutes of the last meeting: : Motion to adopt the minutes of the November 25, 2015 regular board meeting RE/DR

Correspondence Letter from the District of Chetwynd informing the board that the liaison will be Rochelle Galbraith

Election of 2016 Executive:

1. Chair
Motion to nominate Margaret Movold for Chair DB/HK MSC
2. Vice Chair
Motion to nominate Dana Bergen for Vice Chair MM/RE MSC
3. Treasurer
Motion to nominate Rosa Enes for Treasurer MM/TH MSC
4. Secretary – Library Director: Ana Peasgood as per Library Act

Library Director gives meeting over to the Chair

1. Reports

Chair - nil

Treasurer – See attached, presented by Ana

Library Director– See attached

District of Chetwynd – District minutes are online. March 1st will be the arrival of a new doctor. Harvest Fest committee is hosting Civic Night, Chamber of Commerce will do business awards. District received an Age Friendly community grant for \$13,000 for Lunch and Learn. Visitor Centre is looking into having World Host training for community. Peace River Regional District – Assessments are up in the PRRD. The Fair share grant was approved to 1/3 of project cost for the Library Renovation
NELF - nil

Motion to accept reports as presented RE/TH MSC

2. Assignment of Committees:

1. Personnel – Tanya Harmacek
2. Historian – Hilde Kirschbaum
3. Public Relations – Gloria Millsap
4. Fundraising - Gloria Millsap, Randi Brown, Dana Bergen
5. Renovations - Sara Hoehn, Dana Bergen, Rosa Enes, Margaret Movold, Dan Rose
6. Board Development - Margaret Movold
7. North East Library Federation Representative – Sara Hoehn
8. British Columbia Library Trustees Association representative - Margaret Movold

3. Old Business:

PRRD Operating Budget & Fair Share grant application status. The Fair share grant was approved to 1/3 of project cost for the Library Renovation. Renovation Committee will relook at design. Ana & Margaret to meet with Doug Fleming & Ellen McAvany to look at next steps.

4. New Business:

1. Signing authority changes for new officers
2. Motion to have Dana Bergen, Margaret Movold, Sara Hoehn & Ana Peasgood as the signing authority on the Lake View Credit Union Account
3. New Trustee Orientation & Jackets for new members –Margaret to look after jackets. Ana to contact NELF to see about hosting Orientation for our area.
4. 2016 Staff Program Planning Date: June 23rd, 2016
Motion to close the library to the public on June 23rd, 2016 for staff program planning date.
RG/TH MSC
5. FYI: 50th Anniversary of *Incorporation*: August 1, 2016, Actual open date February 19th, 1960.
Please email Ana if you have any celebration ideas
6. Fundraising for 2016
 - i. Yard Sale Date: Saturday, May 7, 2016. Brenda to call the Fundraising committee together
 - ii. Save the date for the Trade Show: April 1-3, 2016 – We have a free booth
 - iii. Shop and Share and Donation button on the website.
7. Policy Updates
 - i. CPL Policy Manual & CPL Human Resources Manual – please look over the pdf copy and email Ana with errors and/or feedback. We will look at the policy at the February meeting

5. Adjournment: 7:31pm

6. Next Meeting: Wednesday, February 24, 2016 @ 5:30pm