



Chetwynd Public Library

Regular Board Meeting Minutes - Approved

November 29th, 2016

Call to Order: 5:15pm

Present: Margaret Movold, Ana Peasgood, Jennifer Pierce, Gloria Millsap, Tanya Harmacek, Dan Rose, Rosa Enes, Rochelle Galbraith, Hilde Kirschbaum, Sara Hoehn

Regrets: Dana Bergan,

Motion to adopt the agenda GM/RE MSC

Motion to adopt the minutes of the October 25th, 2016 Regular Board Meeting RE/GM MSC

Motion to adopt email Motion: October 3, 2016: *Motion to go ahead with Zwicks heating quote, phase one \$5200 plus electrical. DR/SH MSC, SH/RE MSC*

Motion to adopt email Motion: November 8th, 2016: *Motion to support the District of Chetwynd in their proposed Expression of Interest to NDIT for consideration of including Libraries under the Economic Diversification Infrastructure Program as fundable capital projects. DB/RE MSC, SH/RE MSC*

Correspondence

Motion to add item C to Correspondence: District of Chetwynd letter to the PRRD RG/HK MSC

Email from Randi Brown. Randi has resigned due to personal and work commitments.

Ministry of Education: Libraries Branch – Inspiring Libraries, Connecting Communities: a vision for public library service in BC. Everyone was given a copy of this new guiding document.

District of Chetwynd letter to the PRRD: Letter to the PRRD with an offer for them to purchase the library building and land. Letter was given to the library board as information only. Rochelle will clarify questions of impact if any on our current lease. As per Section 39G of the Library Act, a Ministerial order will need to be given if the property does exchange hands.

Reports

Chair: Shari Fowler is interested in being part of the 2017 Library Board.

Treasurer: Note the Balance Sheet changes that have been made.

Discussion on budget items that may have remaining balance. Library Director has a list of a few items that are in need of replacement.

Motion that if the budget allows near the end of December 2016, the Library order 4 Lounger Chairs and 16 regular chairs. GM/SH MSC

Motion to accept the treasurers report HK/TH MSC

Library Director: As presented. We did receive the Northern Health Imagine HEAL Grant for the Check it Out! Fitness Pass program which will begin in January.

Personnel: n/a

Historian: n/a

Public Relations: n/a

Fundraising Committee: Ticket sales are slow. We will schedule time at local stores to give people a chance to sell. We do have the cost of the prize covered.

Library Project Advisory Committee: First meeting will be December 7th at 7pm in the library. Tanya, Sara & Ana will represent the Library Board.

District of Chetwynd: Rochelle has been appointed to the Library Project Advisory Committee. Project North Pole is in full swing.

Peace River Regional District: Working with NDIT on funding for the Library. Budget time looks towards to status quo and no tax increase at this time.

(NELF) North East Library Federation Representative: Gloria is reading all the background information and learning about NELF.

Friends of the Library: meetings going well with many Friends volunteering their time at various events and projects.

Old Business

Library Policy: first meeting went very well and we will meet again on December 19th.

2017 Budget: Overview and discussion of the 2017 Budget. It is hoped that the new format will give a clearer way for Library Board and others stakeholders to see the correlation of budget to actuals. This format shows what portion comes from reserved library funds.

Motion to accept the 2017 Proposed Operating Budget JP/RE MSC

New Business

Young @ Heart 55+ Community Christmas Dinner: December 14th 12-2pm (2 volunteers needed to work the circulation desk) Sara, Jen & Rochelle will come in at 11:30am to volunteer so all staff may attend. Staff will give a quick overview of the circulation desk duties.

Christmas Hours & Events: lots going on during December. Look on Facebook for posters with event details.

Library Board & Volunteer Appreciation: December 20th 4-5pm. We hope everyone can attend this event.

Thank you to Hilde Kirschbaum who will not be seeking re-election on the 2017 Library Board. Her dedication to the Library was very much appreciated, especially with the History Project.

Adjournment: 6:45pm

Next Meeting: AGM Tuesday January 31st@ 5:15pm

Inaugural 2017 Meeting Tuesday January 31st@ 5:45pm