



# Chetwynd Public Library

## Regular Board Meeting Minutes - APPROVED

### February 26, 2019

**Call to Order:** 5:33pm

**Present:** Dana Bergen, Larry Houley, Lynda Johnstone, Sorene Kampen, Gloria Millsap, Melissa Millsap, Janet Wark

**Regrets:** Myra Grodzuik, Tanya Harmacek, Sara Hoehn, Dan Rose

**Agenda:** MOVED by SK, SECONDED by JW That the agenda be adopted as amended. – CARRIED

**Minutes:** MOVED by GM, SECONDED by DB That the minutes of the January 29, 2019 regular board meeting be adopted. – CARRIED

**Treasurer Report:** MOVED by DB, SECONDED by SK That the treasure report be received for information. – CARRIED

**Chair** – We had two new potential board member's, but unfortunately neither were able to make it therefore we are still looking to fill the vacant positions.

**Library Director** – Report as submitted including: stats, welcoming our new Library Clerk, grants, meetings, library on location and staff notes. Our Annual Baby Welcoming Story Book Character Brunch was very well attended after being postponed due to the extreme cold weather. Events coming up: 6<sup>th</sup> Annual Exploring Art Children's Art Gala, Amazing Book Challenge and Bursting with Brilliance.

**Fundraising Committee** – The planning for the 29<sup>th</sup> Annual Most Amazing Community Yard Sale is well underway. The Yard Sale will be on Saturday May 11<sup>th</sup> from 8am-1pm. Tables are \$15 each. The theme is April showers bring May flowers. The Committee is asking if anyone has umbrellas or rain gear that can be used for decorations to please drop your items off at the library with your name on them.

**Library Project Committee** – Nil

**District of Chetwynd** – There will be a family day skate, swim, climb and court at the Chetwynd & District Rec Centre. Minerals North Trade Show will be from May 22-24. This is the first time Chetwynd will be hosting. An agenda will be coming out soon and for more information you can check out the District of Chetwynd Facebook page.

**Peace River Regional District** – Nil

**(NELF) North East Library Federation Representative** – Gloria showed us a brief power point presentation that was put together by the North Central and North East Library Federations Manager. Gloria is currently the Chair for the North Eastern Library Federation (NELF) which is a Federation approved by the Minister

of Education that provides resources to the public libraries of Chetwynd, Fort Nelson, Fort St. John, Hudson's Hope, Pouce Coupe, Taylor and Tumbler Ridge. With the revised NELF agreement each library will need to appoint a board representative as well as an alternate. Gloria is currently our representative, however if she is unable to attend one of the meetings the alternate would attend in her place. There are only a few telephone meetings a year and an annual in person meeting.

**Friends of the Library** – At their last meeting they discussed hosting the Festival of Trees again this year and holding it the 3<sup>rd</sup> week of November.

**Children's Area Upgrade Planning Committee** – Nil

MOVED by LJ, SECONDED by SK That the reports be accepted as presented. – CARRIED

MOVED by LJ, SECONDED by SK That Dana contact a few larger libraries to see what they would recommend with all our historical papers. – CARRIED

MOVED by DB, SECONDED by LH That we table filling the positions for: Personnel, Historian and Public Relations to give us more time to research the roles and responsibilities. – CARRIED

MOVED by DB, SECONDED by SK That we investigate getting water hooked up to our current fridge in the Bistro to see how well it produces ice and that the Library Director gets two more quotes for a new ice machine to replace the one that is currently broken. – CARRIED

MOVED by GM, SECONDED by DB That the Chetwynd Public Library continue to pay MSP coverage for our one employee who is currently enrolled providing there are no unforeseen discrepancies with the auditor or accountant. – CARRIED

**Adjournment:** MOVED by GM, SECONDED by LH to adjourn the meeting at 7:00pm. – CARRIED

**Next Meeting:** Tuesday March 26 @ 5:30pm