



Chetwynd Public Library

Annual General Meeting Minutes – APPROVED

January 24, 2023 – in person and zoom

Call to Order: 5:30

Present In-person: Tanya Harmacek, Larry Houley, Eileen McPherson, Melissa Millsap (LD), Julia Nelson, Zach Sheridan-Carr, Kelly Wilson,

Present Zoom: Krixia Padilla

Regrets: Wendy Fontaine, Skylar Kirschbaum, Victoria Peterson, Dan Rose

Welcome and introductions

Agenda: MOVED by Kelly, SECONDED by Julia That the agenda be adopted. – CARRIED

Minutes: MOVED by Tanya, SECONDED by Krixia That the minutes of the January 25, 2022 Annual General Meeting be adopted. – CARRIED

Reports:

- Treasurer – summary of Chetwynd Public Library monthly revenue and expense amounts and Income Statement. Annual financials presented to the board once the Statement of Financial Information report is complete, annual yearend review and adjustments are done by the Auditor/Accountant.
- Chair – Zach, it has been an interesting year learning the rolls and responsibilities of the library chair.
- Vice Chair – Dan, absent
- Library Director – Thanked the library board of trustees and is looking forward to all the great and exciting things on the way with the construction of the new library. Nice to come out of the pandemic and bring the creativity back to in-house library programming. June of 2021 started the process of an organizational shift with the job descriptions and duties, thanked the board for their support throughout this process. Completed year one of our three-year strategic plan. It is easy to read, understand, follow, and most importantly, it inspires the staff to strive for excellence in offering outstanding services. The next couple of years we will be focusing on updating the library policies in alignment with the anticipated changes accompanying the move to the new library building.
- North East Library Federation (NELF) – Kelly has attended one meeting so far. The AGM is scheduled to be in Tumbler Ridge May 6th or 7th. Kelly was forwarded the BCLTA bulletin, it is a great resource for the library board members with valuable training opportunities.
- Library Project Committee – The advisory committee met several times in 2022 and the construction of the new library is well underway. A more detailed report/update will be given in the regular board meeting.
- Fundraising – The library staff prepared a few small fundraising initiatives, which included selling surplus plant seedlings from the seed library, organizing book sale fundraisers, and selling old office chairs.

MOVED by Julia, SECONDED by Zach That the reports be accepted as presented. – CARRIED

The board was sad to hear of the passing of long time community resident and library board trustee, Sorene Kampen. The trustees reminisced about all the amazing things Sorene has done for the community such as her years of teaching and administration in the schools, love and care for pets, volunteerism for numerous community committees, and her passion for the library. She was an integral member of our community and will be greatly missed.

1. Election of Board of Trustees conducted by Larry Houley

- **Trustees with 1 year remaining: (2 year terms)**
 - Krixia Padilla (5 years remain) 2020
 - Skylar Kirshbaum (7 years remain) 2022
- **Larry calls election for trustees up for (re)election: (2 year terms)** – Zach Sheridan-Carr, Tanya Harmacek and Kelly Koehn are all voted in for a two year term by acclimation.
 - Zach Sheridan-Carr (6 years remain) 2021
 - Tanya Harmacek (6 years remain) 2021
 - Kelly Koehn (6 years remain) 2021
- **Election of new Trustees** – Kelly makes the motion to nominate Eileen McPherson, Wendy Fontaine, and Victoria Peterson to be elected as Chetwynd Public Library Trustees - Carried
 - Eileen McPherson (8 years remain) 2023
 - Wendy Fontaine (8 years remain) 2023
 - Victoria Peterson (8 years remain) 2023
- **Peace River Regional District Area E Liaison Appointment**
 - Dan Rose
- **District of Chetwynd Liaison Appointment**
 - Julia Nelson
- **Chairman** – Julia makes the motion to nominate Zach Sheridan-Carr as Chair for the Chetwynd Public Library – Carried
- **Vice Chair** – MOVED by Kelly, SECONDED by Zach That pending Dan's acceptance to remain Vice Chair. – CARRIED

Appointment of Committees

- New Library Project Committee – Kelly Wilson & Tanya Harmacek
- North East Library Federation (NELF) – Kelly Wilson & VACANT

Discussion on the different rolls that the Friends of the Library play in libraries and decided to umbrella the Friends of the Library Committee under the Fundraising Committee at this time.

- Fundraising – Krixia Padilla & VACANT

MOVED by Kelly, SECONDED by Julia That we keep all our Business Items the same for 2023: Tamara Zenner, bookkeeper; Sander Rose Bone Grindle LLP, Auditors/Accountants; Chetwynd Lake View Credit Union, Financial Institution; and that we keep our meetings the fourth Tuesday of every month starting at 5:30pm and there will be no regular board meetings in July, August, or December. – CARRIED

Adjournment: MOVED by Zach, SECONDED by Tanya to adjourn the Annual General Meeting at 6:09pm. – CARRIED