

Fort St. James Public Library Association Board Minutes

JUNE 2, 2020

Fort St. James Public Library

4:47PM

Attendees: Elizabeth Hoy (Chair/Treasurer), Maxime Evans (Vice Chair), Sherry Boschman, Karli Fisher (Head Librarian), Anita Willick, Jennifer Howell (FSJ District Rep)

Regrets: Derek Jackson, Valerie Crowley, Martin Elphee,

Approval of the Consent Agenda

MOTION: Approval of the Consent Agenda.

MOVED/SECONDED: Maxime/Anita.

CARRIED.

Approval of the Agenda

MOTION: Approval of Agenda.

MOVED/SECONDED: Maxime/Sherry.

CARRIED.

Librarian's Report

No statistics report for this month due to library still being closed. HL now has access to Wifi stat counter, which is averaging between 35-50 unique users every 24 hours.

SOFI has been completed, with help from Edel Toner-Rogala, and submitted.

District reports that the budget has not been changed.

District Variance

No variance available. HL has contacted District, who are currently backlogged but will try to get variances out soon.

Committee Reports

Finance Committee

The matured GICs at RBC were moved into a similar product, for six-months term redeemable at 1.3%.

MOTION: To renew GICs at RBC.

MOVED/SECONDED: Sherry/Anita.

CARRIED.

Policy Committee

MOTION: Approval of COVID-19 Policy.

MOVED/SECONDED: Sherry/Anita.

CARRIED.

Human Resources Committee

HL's review will still take place in July.

Old Business

No meeting in May but an update was shared with Board over Zoom meeting and will be filed in the Minutes binder. There was not a quorum at the May Zoom meeting.

New Business

AGM

- HL will create DoodlePoll to decide on date and time for AGM; preferable time is week of June 21st at 6pm or 7pm. Board chair and HL will release their reports prior to AGM to allow Board to read them.
- HL must post information about AGM for the public two weeks prior to the AGM taking place.

The British Columbia Library Trustees Association is offering online workshops for \$25; it was suggested that it would be good for new trustees to take them.

Maxime will stand again for her position on Library Board.

Phase 2 Opening

- Curbside pick-ups were discussed and possibility of allowing for one day of the week for evening pick-ups.
- Board Chair will contact Pronto regarding plexiglass barriers.

Adjournment

MOTION: To adjourn the meeting.

MOVED/SECONDED: Sherry/Anita.

CARRIED.

5:30PM

ACTION ITEMS

- HL will create DoodlePoll to decide on date and time for AGM
- HL will advertise AGM once date/time has been decided online and on sign outside RCMP office.
- Board Chair will contact Pronto regarding plexiglass barriers.
- HL will start advertising curbside pick-ups next week.