

FORT ST. JAMES PUBLIC LIBRARY BOARD
REGULAR MEETING Jan 19, 2021 AT 4:45PM

Land Acknowledgment

CONSENT AGENDA:

- Sheila has successfully completed her 3 month probationary period as desk assistant.
- Public Works has replaced a hose from the basement furnace in an attempt to get rid of the smell in the vestibule. The Fire Hall sent someone over to scan for gas in the vestibule, around the outside of the building, and in the basement. They didn't find anything. Public Works now has a key to the library to allow them to do work while the library is closed. They will sign in and document what has been done, in order to keep staff and board aware of any building issues.
- The Library is holding a photography contest for teens aged 13-19 years old. The top three photos will be on display in the YA section, and the winners will get prizes. A \$50 Indigo gift card for the 1st place winner, and two YA books for the 2nd and 3rd place winners. All the prizes have been in storage in the library for years so there's no extra expenses coming from them.
- Bargaining Committee and CUPE will meet at the end of the month as is required by the CA.
- Jenny(AL) noticed there were 4 unused DVD shelves in the stacks that could be used behind the desk where DVD's are stored. This saves several hundred dollars as more will not need to be purchased in the near future.
- Maxime, Karli and Louise did a presentation to emphasise the value of the library in relation to the budget. (Budget was amended by Karli and Martin to include employer payments for CPP, EI, holiday pay and WCB and submitted to district) The feedback from Mayor and council regarding our presentation was very positive. There were no questions at this time but there may be some as the District's budget discussions continue.
- There won't be a workshop from BCLTA designed for our board at this time as there has not been enough interest expressed in attendance. I will suggest Babs Kelly consider covering the topics of Indigenizing and Decolonizing libraries and Intellectual Freedom and Censorship at a future trustee meet up.
- Minutes Dec. 15, 2020 meeting.

Approval of the consent agenda

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PRESENTATION –Edel Toner-Rogala –Manager NCLF

LIBRARIAN’S REPORT:

Sent out by Karli Jan. 14 2021

FINANCIALS:

Bank reconciliation – sent out Jan14, 2021

Variance from district? (Karli)

COMMITTEE REPORTS:

Finance committee:

Policy Committee:

Update from policy meeting – contracting a policy writer - Elizabeth

Human Resources Committee:

Staff policies and CA update

Revisit additional sick time pay during

OLD BUSINESS:

- NCLF alternate – is anyone interested in being the board’s alternate rep?
- Revisit extra sick days during COVID – Update from Karli

NEW BUSINESS:

- Service agreement with the District discussions to start in February. Who is willing to be part of a committee to develop a service agreement?
- Strategic Plan is in its final year. We need to revisit it and develop one for the next strategic plan. Ideas on how to best do this?
- Increased hours for Desk assistant – Karli would like some input and to ensure we stay within budget. She will give us estimated costs.
- Jenny’s Request for financial assistance with a library certificate program. The cost is in USD (attached with the agenda)

MOTION TO MOVE TO IN-CAMERA

MOTION TO MOVE OUT OF IN-CAMERA

NEXT MEETING: Feb. 16, 2021@4:45pm by zoom

MOTION TO ADJOURN REGULAR MEETING:

Fort St. James Public Library
2020/2021 Board Meeting Dates

The next meeting is scheduled for February 16 at 4:45pm at the Library.

January 19	February 16	March 16
April 20	May 18	June 15
September 21	October 19	November 23
	December 21	

Finance

Elizabeth (Treasurer), Martin, Tim

Human Resources

Anita, Maxime (Vice Chair), Louise (Chair), Sherry

Policy

Elizabeth, Sherry, Louise (Chair)

NCLF Representative

Maxime, (still need alternate)

Bargaining Committee

Karli, Maxime, Martin