

**FORT ST. JAMES PUBLIC LIBRARY BOARD
REGULAR MEETING FEBRUARY 10, 2020 AT 4:45PM**

CONSENT AGENDA:

- Priscilla Sagalon has been hired as the new night Desk Assistant I, replacing Amanda Geernaert.
- Lisa Baynes has resigned from her position as Library Volunteer.
- Gizelle Rhyon-Berry has accepted the position of our new volunteer. She is currently slated to start Friday February 14 and to work Friday mornings. She will also come in at 9am Friday February 28 to help Flora with the Pro-D Day.
- Price Waterhouse Cooper have sold the business to Beswick Hildebrandt Lund Chartered Professional Accountants (made up of Allison Beswick, Norm Hildebrandt, and Robin Lund) and we have signed for our information to be passed over to the new owners.
- Safety inspection was completed by PublicWorks on Tuesday January 21st, new First Aid Kit was provided and the fire extinguishers should be tested next week (PublicWorks will send someone out to do this for us).
- Security system went down and Phil Short came out to fix it and look at the emergency buttons. Everything appears to be in working order.
- Karli is still trying to fix the laptops. One will not acknowledge the battery, so it may need a new one. One fluctuates between reading the battery and not reading the battery.
- Next bargaining meeting is tentatively scheduled for all day February 25th.
- Postage cost has gone up from \$1.19 to \$1.25, all other stamps have gone up 2¢.
- Jenny Vogelsang began her six-week time off on January 20, 2020.
- Approval of January's minutes.

Attendees:

Regrets:

Approval of the consent agenda:

MOTION:

MOVED/SECONDED:

Approval of the agenda:

MOTION:

MOVED/SECONDED:

LIBRARIAN'S REPORT

FINANCIALS:

Talk about district variance. (Karli)

COMMITTEE REPORTS:

Finance committee: No report

Policy Committee: Elizabeth

- Staff has brought to HL's attention that current underage children policy says that children 6 and older can be unaccompanied in the library. Staff and HL feel this is too young and would like the age for unaccompanied minors raised to 9 and older.

Human Resources Committee: Maxime

OLD BUSINESS:

- Update on safety procedure
 - o Emergency buttons
 - o Security cameras – signage?
 - o Safety procedure
- Budget presentation meeting scheduled for Wednesday February 19 at 3pm.

NEW BUSINESS:

- Looking into the possibility of setting up a book delivery service to senior residents (Martin).
- Early bird registration for the 2020 BC Library Conference is open until March 12th, 2020.
- NCLF representative for 2020.

IN-CAMERA?

MOTION TO ADJOURN REGULAR MEETING:

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

The next meeting is scheduled for March 2nd at 4:45pm at the Library.

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|-----------|----------------------|-------------|
| January 6 | February 3 10 | March 2 |
| April 6 | May 4 | June 1 |
| July 6 | August 3 | September 7 |
| October 5 | November 2 | December 7 |

Finance

Elizabeth (Chair), Martin, Derek

Human Resources

Maxime (Chair), Louise, Sherry

Policy

Elizabeth (Chair), Sherry, Louise

NCLF Representative

Maxime

Bargaining Committee

Maxime, Martin, Karli