

FORT ST. JAMES PUBLIC LIBRARY BOARD
REGULAR MEETING April 20, 2021 AT 4:45PM

Land Acknowledgment

CONSENT AGENDA:

Tim's video has been posted on the website and is being advertised on the District's board.

<https://fortstjames.bc.libraries.coop/videos/>

Karli, Elizabeth, Louise (Martin was unable to attend) met with David Schroeder CAO and Luke Charlton CO to begin a discussion regarding a service agreement between the District of Fort St. James and the FSJPLA.

We used a funding agreement from the Gibsons Library and the Sunshine Coast Regional District. It was a very positive and productive meeting. David will adapt the body of the agreement for our situation and the library will do the Schedule A which outlines what the library's responsibilities in the agreement. There was a mutual understanding that the library needs commitment around finances.

Maxime, Karli and Louise are registered for the online BCLTA conference in May. The cost for this will come out of our PD budget line in the library district budget. The cost is \$300.

New desk chairs have arrived for LD and AL.

Karli posted on FSJ Buy and Sell on Facebook and has managed to get rid of a lot of clutter from the back office. Will post again in a week to see if anyone wants the remaining items, if not, will see about dropping them off at the Bargain Basement.

Power outage occurred March 24, no damage to library, but staff went home for a few hours until power came back around 2pm.

On March 26, a patron asked to dispute a fine for a damaged book. Karli gave him the library's address and told him to write a letter to the Board. As of April 15, have not received a letter.

The cleaning contract for the District and Library was up for bidding and it looks like the current cleaners will be re-hired, despite some complaints about their cleaning. District asked for any issues we have to be emailed to them to bring up when they sign the contract, which I sent to him.

Karli had to call 911 for an ambulance on Friday April 16, 2021 at around noon because Jenny had seen a man passed out on the ground outside of the CIBC building. The RCMP arrived at the building when I was making the call, and soon after the ambulance arrived.

Anita has resigned from the board. 10 people have been approached to become trustees. 4 people have declined and 3 are considering becoming trustees. 3 I have not heard from.

Minutes March 16, 2021

Attendees:

Regrets:

Approval of the consent agenda:

MOTION:

MOVED/SECONDED:

Approval of the agenda:

MOTION:

MOVED/SECONDED:

Welcome to new district Rep.

LIBRARIAN'S REPORT :

Sent out by Karli Mar 12, 2021

FINANCIALS:

Bank reconciliation – sent out Mar. 12, 2021

Year end Variance from district has been received – discussion , questions

COMMITTEE REPORTS:

Finance committee:

Policy Committee:

Update regarding policy work - Elizabeth

Discussion/Approval of 7 policies sent out on April 15, 2021

Harrassment

Leave and Vacation

Travel and Expenses

Wages and Benefits

Hiring and Probationary Period

Human Resources Committee:
Update from Maxime re: AL education plan and request

OLD BUSINESS:

AGM date, time, advertising...anything else?

Diversity Equity and Inclusion trustee meetup -Louise

NEW BUSINESS:

Financial Statement for 2020 – questions, clarification

LD has submitted several request forms to Public Works to have things fixed around the library, but has not heard back from them.

On Saturday March 27, a man went on a stabbing spree at the Lynn Valley Library in North Vancouver, injuring 6 people and killing one. LD has discussed the issue with staff and made sure they feel safe at work, which they do. LD also attended a special ABCPLD meeting on the 31st to discuss the incident and safety measures other libraries are taking.

Signing Authority requires a change.

**MOTION TO MOVE TO IN-CAMERA
MOVED/SECONDED:**

**MOTION TO MOVE OUT OF IN-CAMERA
MOVED/SECONDED:**

NEXT MEETING: May18, 2021, 2021@4:45pm by Zoom

**MOTION TO ADJOURN REGULAR MEETING:
MOVED/SECONDED:**

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

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

January 19 2021	February 16 2021	March 16 2021
April 20 2021	May 18 2021	June 15 2021
July 20 2021	August 17 2021	September 7
October 20	November 17	December 15?