

FORT ST. JAMES PUBLIC LIBRARY BOARD
REGULAR MEETING June 15, 2021 4:45 PM (by Zoom)

Land Acknowledgment

CONSENT AGENDA:

RCMP were contacted to request more walk-bys outside the library in the evening as we have been finding crack pipes around the grounds. An officer stopped by and said he would file a request for more patrols near the library.

The Spirit Square washrooms are closed until June 18th due to misuse by public. Staff has been directing patrons to use the District washroom instead, which is open to the public but is not advertising this to the public.

Library's annual inspection will take place either June or July; Karli has contacted the District for a specific date.

Jenny's husband Andrew has generously provided staff with buttons to wear at work for Every Child Matters.

LawMatters grant of \$2000 for law books has been deposited and books have been ordered.

Tim Hanley has resigned from the board. Resignation letter sent on June 2, 2021-06-12

The GIC (Integris) amount was corrected from \$15,252.98 to \$15,528.65 to include interest.

Sheila has resigned from her desk assistant position. Her last day is June 25th. Karli will conduct an exit interview for feedback on her experience working at the library. Kyla will return to one day a week. Karli is advertising for a desk assistant to fill the required hours.

Minutes May 18, 2021 sent out May 20, 2021

Attendees:

Regrets:

Approval of the consent agenda:

Approval of the agenda:

LIBRARIAN'S REPORT :

Sent out by Karli June 8, 2021

Update on programming during COVID, Summer Reading Club, Program planning as we further open up

Kamloops Summary of Library Response sent out June 10, 2021 – reflection, thoughts,

FINANCIALS:

Bank reconciliation – sent out June 08, 2021

Update re: May variance and AL wages

COMMITTEE REPORTS:

Finance committee:

Needs another person

Policy Committee:

Needs another person. Mark has expressed an interest. What do you need to know to help decide and availability?

Policies For Approval

1. Reserve Fund Policy (amendment)
2. Emergency Preparedness Policy
- ~~3. Membership Policy (amendment)~~
4. Repeal Fine Policy

Update regarding policy work and cost to date - Elizabeth

Human Resources Committee:

Additional person required (if someone wanted to observe annual review process)

Library Director's annual review will take place in July

OLD BUSINESS:

As discussed at the May 18th meeting the new signing authorities will be Maxime Evans, Elizabeth Hoy, Karli Fisher, Martin Elphee, Jacqueline Soles and Louise Evans-Salt (as per financial policy which states Chair is always a signer)

We need a new motion for this.

Update re: financial institutions requirements around signing.

Louise report on:

BCLA conference, Equity, Diversity, Inclusion meetup, Land Acknowledgement meet up, Workshop on Reconciliation and Relationship Building

NEW BUSINESS:

Summer meetings:

Is there a need for a regular meeting?

- If not Louise proposes one with Babs Kelly on the governance role of trustees and one on Strategic Plan discussion.

NEXT MEETING: July 20 2021, 2021@4:45pm by zoom or in person (?)

MOTION TO ADJOURN REGULAR MEETING

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

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?

Finance

Elizabeth -Chair, Martin

Human Resources

Maxime-Chair of HR, Louise , need another person on this committee

Policy

Elizabeth- Chair, Sherry, Louise

NCLF Representative

Maxime

Bargaining Committee

Karli, Maxime, Martin