

FORT ST. JAMES PUBLIC LIBRARY BOARD
REGULAR MEETING Sept. 16, 2021 4:45 PM (by Zoom)

Land Acknowledgment

CONSENT AGENDA:

- Lyra Negrillo has been hired on as the new Desk Assistant.
Public Works has fixed a clogged pipe in the basement that was creating a small puddle of water; they will let the building inspector know where the pipe is and to check it during the inspections to avoid this problem in future.
Library staff will help patrons with getting their online vaccination passport. Karli talked with several ministry representatives on an ABCPLD zoom call and they said as long as the patron gives their consent, staff can type in the information for them if need be.
Signing authorities changed over at the bank to Louise, Martin and Elizabeth
- August meeting with Babs Kelly on governance and strategic planning successful – all board members except District rep, and a guest attended.
LD's annual review completed on July 15, 2021. She has received her annual raise. As the HR committee consists of Maxime, and Louise, Elizabeth participated in order to ensure some neutrality.
- Minutes June 15, 2021 sent out June 24, 2021

Attendees:

Regrets:

Approval of the consent agenda:

MOTION:

MOVED/SECONDED:

Approval of the agenda:

MOTION:

MOVED/SECONDED:

Nomination of Marilyn Teegee as a trustee.

LIBRARIAN'S REPORT:

- Sent out by Karli Aug 10 and Sept. 9th, 2021
- Update on programming during COVID.

FINANCIALS:

- Bank reconciliation and variance– sent out Aug. 10, and Sept 9th, 2021
- Update re: where do AL wages show up?
- Karli's vacation and time in lieu of overtime. District uses banked time first as it disappears. Karli must take two weeks off. If Karli has holiday time to be paid out at year end and we go over budget because of the payout we will be responsible for it. Any comments concerns regarding this.

COMMITTEE REPORTS:

Finance Committee:

Needs another person

Policy Committee:

Summary of work completed, cost and what next – Elizabeth

Human Resources Committee:

- Annual Review completed – Maxime
- Need another committee member

OLD BUSINESS:

- BCLA conference – Maxime
- Service Agreement – Martin
- Strategic plan – survey results and moving forward

NEW BUSINESS:

- Washrooms – Karli
- BCLTA – AGM Oct. 26, 7:00 pm email Jerrilyn at jerrilyn.schembri@bclta.ca
- NCLF alternate rep

NEXT MEETING: Oct.21, 2021, 2021@4:45pm by Zoom or in person

MOTION TO ADJOURN REGULAR MEETING:

MOVED/SECONDED:

Fort St. James Public Library
2021 Board Meeting Dates

The next meeting is scheduled for Oct 21st at 4:45pm.

January 19	February 16	March 16
April 20	May 18	June 15
July 20	August 17	September 7
October 21	November 18	December 16

Finance: Elizabeth - Chair, Martin

Human Resources: Maxime - Chair, Louise, need another committee member.

Policy: Elizabeth- Chair, Louise, Mark

NCLF Representative: Maxime, need another rep

Bargaining Committee: Karli, Maxime, Martin