

Dawson Creek Public Library

Minutes of meeting of Board of Trustees

Date: January 18, 2021

Time: 7:05 p.m.

Place: Dawson Creek Public Library

Present: Kim Erickson, Terri Foster, Hanna Gilliatt, Miguel Godau, Amy Kaempf, Andre Lavoie, Pamela Morris, Sally Schilds

Absent: None

1. Motion #1. That the minutes of the November 16, 2020 board meeting be accepted as read:

FOSTER/GODAU Motion passed

2. Board welcomed new member Andre Lavoie with each board trustee introducing themselves.
3. Election of 2021 executive:
 - a. Chairperson: Hanna Gilliatt
Nominated by Miguel Godau, seconded by Andre Lavoie All in favour
 - b. Vice-Chairperson: Miguel Godau
Nominated by Sally Schilds, seconded by Kim Erickson All in favour
 - c. Treasurer: Terri Foster
Nominated by Sally Schilds, seconded by Kim Erickson All in favour
4. **Chairperson's report:** Chairperson Gilliatt recommended the board view a pandemic parody video produced by the board of the North Vancouver District Public Library Board called "I get locked down, but I get up again." Gilliatt suggested the Dawson Creek Public Library board consider creating a fun video introducing themselves to post the library Facebook page/YouTube channel. Trustee Godau suggested the board each read a portion of a story on video.
5. **Treasurer's report:**

Motion #2. That the treasurer's report be accepted as read:

FOSTER/SCHILDS Motion passed

6. **Councilor's report:** Councilor Kaempf reported that city employee contract negotiations between CUPE and the city continue. Negotiations for the library CUPE contract will follow. City council continues to work on finalizing the 2021 city budget. Once the 2021 budget is finalized, the library board treasurer will send a letter to city administration asking for improved communication around budget submission deadlines for 2022.

7. **Librarian's report:**

- Circulation statistics for December
- Food for Fines
- Loan periods and fines resume in January
- Online storytime to continue in February
- Library bookclub resumed in January with 16 members
- Outreach deliveries resumed in January
- Friends of the Library purchased a new Christmas tree for the library
- Application submitted to Young Canada Works for funding for summer reading club student
- Website updated
- New staff door installed by city
- Estate of Kay Mitchell has been finalized and a cheque for \$10,000 is in the mail
- Library manager had meeting with city parks and facilities manager Melina Swezey to discuss possible library capital projects for 2022. The library manager will be working on a request to renovate the staff workrooms and replacement of a number of windows. The board will consider and vote whether to endorse the project before it is submitted to city administration.
- Dolly Parton Fundraising – Library received several large donations in December totaling approximately \$13,000. Library Manager has applied for funding from Loblaw's, Save on Foods and Regional District electoral areas C, D, and E directors. Trustee Schild's suggested when library has fundraisers in the future that they set higher target goals to encourage more giving.

8. **Unfinished business:** Magazine sponsorship fundraiser will be tabled until 2022 when it will be revisited. Trustee Erickson said she would supply more sponsor labels for magazines for 2021 if needed. Due to the pandemic, sponsors likely did not get as much advertising as expected.

9. **New business:** Dolly Parton Imagination Library fundraising ideas – Trustee Godau suggested the library create a fundraiser that would have 'local celebrities' do a special task once a fundraising level is reached. The task would be filmed and posted on Facebook/webpage/YouTube. Trustee Godau will work with the

library manager to begin organizing the project. Trustee Schilds suggested the goal for the fundraiser would be \$24,000.

Next meeting: February 22, 2021 at 7 p.m.

Adjournment: 8:09 p.m. Moved by: Kim Erickson