

Dawson Creek Public Library

Minutes of meeting of Board of Trustees

Date: May 10, 2021

Time: 7:07 p.m.

Place: Dawson Creek Public Library

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

Absent: Sally Schilds

1. Motion #1. That the minutes of the APRIL 19, 2021 board meeting be accepted as read:

FOSTER/GODAU Motion passed

2. **Chairperson's report:** Chairperson Gilliatt recognized and appreciated the increase in relevant and interesting posts to the library's Facebook page.
3. **Treasurer's report:**
 - a. Attached comparative income statement to the end of April 2021.

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

FOSTER/LAVOIE Motion passed

- b. 2020 audited financial statements of the Dawson Creek Municipal Public Library.

Motion #3 That the board approve the audited 2020 financial statements of the Dawson Creek Municipal Public Library.

FOSTER/GODAU Motion passed

4. **Councilor's report:** Councilor Kaempf gave her report from the most recent city council meeting:
 - Council has approved borrowing for paving projects.
 - Ross Deboer has retired from his position as the city's General Manager of Community Services, and former Recreation Manager Chante Patterson-Elden has moved into this position.

- The city heard a presentation for an application for funding for repairs to McQueen Slough and learned more about the species of birds that live in the area.

5. Librarian's report:

- Library hosting Hospice Month display and book loaning.
- Library hosted virtual "Intro to Seed Saving and the Seed Library" and "Gardening 101" programs via Zoom.
- Library initiated board game lending program.
- Virtual library bookclub and senior's outreach deliveries continue.
- Annual statistics report submitted to the provincial libraries branch.
- Librarian attended virtual BC Library Association conference.
- Library was approved for a \$2,500 donation from the Lake View Credit Union Social Responsibility Fund. The money will be used for the 2021 children's summer reading club.
- Staff will be taking part in an office ergonomics information session May 21.
- Dolly Parton Fundraising – none

6. Unfinished business:

The board and library manager will begin organizing online fundraiser for the Dolly Parton Imagination Library. Trustees suggested several ideas for the virtual challenging including:

- Restaurants challenge other restaurants to perform a task
- Artist's donate items for a silent auction
- Dunk tank for elected officials
- Officials read a children's book on Zoom
- School teachers/administrators perform challenge or classes challenge other classes
- Councilor Kaempf could approach the mayor and other councilors to take part in the challenge
- Board hopes to begin challenge program in June and make a schedule of challenges and participants for the next few months.
- Library manager will discuss creating a donate button on the library's Facebook page to make it easy for people to donate

7. New business:

- a. Library Board liability insurance and library insurance covered by the City of Dawson Creek insurance policy was discussed.

Motion #4 That the library manger explore what is included in the City of Dawson Creek's insurance in regard to the library and explore board insurance for the library board.

GODAU/LAVOIE Motion passed

- b. Board tasks library manager to research policy around requiring board approval for large purchases.
- c. Trustee Miguel Godau notified the board that he would be resigning from the board as he has accepted a new job in southern BC and will be leaving Dawson Creek in June. He expressed that he enjoyed his time on the board and getting to know his fellow trustees. Chairperson Gilliatt thanked Trustee Godau for his input, work and efforts as a member of the board. The library manager will inform the city of Trustee Godau's resignation and to advertise for a new board member.

Next meeting: June 21, 2021 at 7 p.m.

Adjournment: 8:40 p.m. Moved by: Miguel Godau