

# Dawson Creek Public Library

## Minutes of meeting of Board of Trustees

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Date: April 25, 2022

Time: 7:03 p.m.

Place: Dawson Creek Public Library

Present: Sankalp Chawla, Jennifer Combres, Kim Erickson, Hanna Gilliatt, Amy Kaempf, Andre Lavoie, Brandon Mackinnon, Pamela Morris, Sally Schilds.

Absent: Terri Foster

Reading of land acknowledgement.

**1. Adoption of Agenda:**

SCHILD/COMBRES

**2. Approval of the minutes:**

Motion #1. That the minutes of the March 21, 2022 board meeting be accepted.

COMBRES/GILLIATT Motion passed

**3. Chairperson's report:** None

**4. Treasurer's report:** deferred as treasurer absent.

**5. Councilor's report:** Councilor Kaempf reported that she filled the role of acting mayor at the April 25 city council meeting. Community Clean Up will be May 10 2022. Non-profit groups can sign up to help and they will receive an honorarium for their work to clean up the community.

**6. Librarian's report:**

- The library hosted a children's Easter Craft Day April 14.
- Craft and Crime night was held April 13.
- The library will host an author's visit for the book Mother Earth on April 28.
- We are working on a Backyard Chicken's event this spring.

- The library will display a collection of books provided by the local Hospice Society in May for Hospice month.
- The library bookclub continues to meet on Zoom each month.
- Outreach deliveries continue each month.
- Library's collective agreement negotiations are set for May 16 and 17.
- The Ministry of Municipal Affairs has announced all BC public libraries will be receiving a one-time grant to be used to support Covid-19 relief and recovery and emergency preparedness. The Dawson Creek Public Library has received \$30,589.65 for Covid-19 recovery and \$10,196.55 to develop an emergency preparedness plan.
- Work continues on preparing for payroll changes in 2023. Lake View Credit Union has been contacted to discuss direct deposit procedures. Several benefit proposals have been received through Western Financial Group.
- To date \$163.90 has been raised for the Dolly Parton Imagination Library through donation of recyclables at DC Campbell Recycling.
- ARC Resources approved the library's funding application for \$2,500 for the Dolly Parton Imagination Library.

**7. Unfinished business:** None

**8. New business:**

- a. Benefit proposals received from Western Financial Group – the board has requested that a committee of trustees and the library manager meet with Amanda Pierce, Account Executive Financial Services with Western Financial Group, to discuss the benefit proposals she has provided to the board. The committee will include Kim Erickson, Terri Foster, Sankalp Chawla. The library manager will arrange the meeting.
- b. The board discussed the provincial funding for creating an emergency preparedness plan for the library. The library manager will get in touch with the City of Dawson Creek's Emergency Planning Manager, Chelsea Mottishaw, to discuss suggestions on how to get started. The board also discussed their openness to the possibility of hiring someone to do this work or tasking the project to a staff member.
- c. The library manager discussed the possibility of purchasing a one-year subscription to Grant Advance – an online grant search engine. The subscription would be used to help source opportunities for funding for the Dolly Parton Imagination Library.  
Motion #2. That the library purchase a one-year membership to Grant Advance for not more than \$2,000.

SCHILDS/LAVOIE      Motion passed

**9. Correspondence:** None

**Next meeting:** May 30, 2022 at 7 p.m.

Adjournment: 7:56 p.m.      Moved by: GILLIATT