

# Dawson Creek Public Library

## Minutes of meeting of Board of Trustees

---

Date: January 24, 2022

Time: 7:02 p.m.

Place: Dawson Creek Public Library

Present: Kim Erickson, Terri Foster, Hanna Gilliatt, Amy Kaempf, Andre Lavoie, Brandon Mackinnon, Pamela Morris.

Absent: Sankalp Chawla, Jennifer Combres, Sally Schilds

Reading of land acknowledgement.

1. Adoption of Agenda:

ERICKSON/LAVOIE

2. Motion #1. That the minutes of the NOVEMBER 22, 2021 board meeting be accepted with an amendment to the Librarian's report under the capital project quote. "The quote for the project is \$75.078" is amended as "The quote for the project is \$75,078."

ERICKSON/FOSTER Motion passed

3. Election of 2022 executive:

a. Chairperson: Kim Erickson

Nominated by: LAVOIE                      Seconded by: FOSTER                      Passed

b. Vice-chairperson: Brandon Mackinnon

Nominated by: LAVOIE                      Seconded by: FOSTER                      Passed

c. Treasurer: Terri Foster

Nominated by: ERICKSON                      Seconded by: GILLIATT                      Passed

4. **Chairperson's report:** Outgoing Chairperson Gilliatt is excited about the first board meeting of the year. She recognized there will be some changes coming with the city grant but anticipates 2022 will be an excellent year at the library.

5. **Treasurer's report:**

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

FOSTER/ERICKSON Motion passed

6. **Councilor's report:** Councilor Kaempf reported that the library will be receiving copies of a newly published book, "Mother Earth" featuring photographs from the Peace River areas of BC and Alberta. The book, edited by city councilor Charlie Parslow, will be distributed for free to public libraries in North East BC.

7. **Librarian's report:**

- The City of Dawson Creek will be renovating the office areas of the library. The project is tentatively set to begin in May.
- The library gave out approximately 100 Noon Year's Eve bags to families in December.
- Two car-loads of food and \$88.95 in cash was delivered to the St. Mark's Food Bank in December. The food and cash was collected during Food for Fines at the Library in December.
- The library bookclub continues to meet on Zoom each month.
- The libraries bookclub collection is now available to be loaned to local bookclubs.
- The library manager is beginning work on government reports and the year-end financial audit.
- The children's librarian has been working on a new set of children's programs to begin in February.
- The Dolly Parton Imagination Library received \$10,074.14 in donations and through fundraising during the month of December. At this time the library has funding to pay for the program through 2022.

8. **Unfinished business:**

- a) The Directors and Officers Liability Insurance policy from Victor Canada has been purchased and the library has received a copy of the policy.
- b) Library manager's contract – has been tabled until the library's CUPE union contract has been completed. Trustee Foster said the board needs information about the cost of benefits before moving forward with negotiations. She asked that the library manager contact city CAO Blair Lekstrom to check in on progress regarding this matter before the next board meeting. Chairperson Erickson said she would be happy to contact CAO Lekstrom if the need arises to keep the process moving forward.

9. **New business:**

- a. Trustees Gilliatt and Foster, Councilor Kaempf and Library Manager Pam Morris met with Mayor Dale Bumstead and CAO Blair Lekstrom in December to discuss upcoming changes to the way the city delivers funding to the library. Trustee Foster explained that beginning in 2023 the city will provide its yearly grant but the library will be required to provide its own payroll services

and benefits delivery. The board will also be required to negotiate its contract with CUPE unassisted by the city after the upcoming contract is negotiated. Trustee Foster explained that the city pointed out the Library is the only organization funded by the city who uses its payroll/benefits/pension services. Trustees discussed potential ramifications of this decision going forward. Trustee Foster asked the library manager to continue to work with CAO Lekstrom to gather information about the potential costs of benefit packages for library staff.

- b. Capital renovation – information about the renovations was covered in the Librarian's report.
- c. Signing authority:

Motion #3. That outgoing chairperson Hanna Gilliatt be removed from signing authority at the Lake View Credit Union and newly elected chairperson Kim Erickson be added to signing authority.

FOSTER/LAVOIE Motion passed

**10. Correspondence:** None

**Next meeting:** February 28, 2022 at 7 p.m.

Adjournment: 7:55 p.m. Moved by: FOSTER