



# Chetwynd Public Library

## Regular Board Meeting Minutes – APPROVED

### April 20, 2021 – Zoom

**Call to Order:** 6:41pm

**Present:** Dana Bergen, Sorene Kampen, Liz Landon, Melissa Millsap (LD), Krixia Padilla, Dan Rose, Zach Sheridan-Carr, Janet Wark

**Regrets:** Danielle Burt, Sara Hoehn,

**Agenda & Minutes:** MOVED by JW, SECONDED by SK That the agenda and the minutes of the March 23, 2021 regular board meeting be adopted. – CARRIED

**Correspondence:** Nil

**Treasurer Report:** Nil

Waiting on the bank statement in order to do the requisitions. Audit is almost complete. We will review the SOFI report at our next meeting.

**Chair** – Babs Kelly, Director for Learning & Development with the BC Library Trustees Association, hosted a one-hour zoom workshop right before our board meeting. Babs will be joining us again before our May meeting for part two of our library board workshop/orientation. The consensus after tonight is that the workshop was excellent, liked the reiteration on the value of governance, appreciation for the information and materials, and it was enjoyable.

**Library Director** – Report as submitted including stats, VR headsets, Treaty 8 map and logos, administrative duties, and yearend financials. Staff training through NELF from Safe Harbour, Gustavson School of Business and Arete. Program up-dates: virtual kitchen, seed library, children's art gala, earth day and zoom preschool programming. Meetings attended by LD, updates on grants and funding as well as staff notes. Assistant Library Director is busy compiling and completing our annual stats survey for the province. Welcome to Chetwynd bags, and baby bags continue to be a success through the resource corner.

**(NELF) North East Library Federation Representative** – we still need to appoint two representatives from the CPL board to sit on the NELF board.

**District of Chetwynd** – 'Kick it to the Curb' will be on Thursday April 22<sup>nd</sup>. This is for household items you no longer want, anyone can come along and grab them. Pitch-in week is from May 15<sup>th</sup> – 21<sup>st</sup>. The District offers a fundraising opportunity to groups paying \$2 a bag. Contact the District of Chetwynd for more information. Northern Health has been rolling out the Covid-19 vaccinations at the Legion. Currently working on the community gardens, budget, and the visitor center will be opening again in May.

**Peace River Regional District** – Request for proposal is out for the new library. Staff have received quite a few inquiries. We will know more when the bid closes. DR is looking forward to the submissions and having an update for the board at our next meeting. Current meals to wheels program in the Dawson Creek area runs until July. This is meals as well as additional support such as out door maintenance so our aging community can age at home. We served 75 people from 60 different homes. We have testimonials from the current participants. Knowing there is a need for this program there is potential to grow it throughout the region, and receive support from taxpayers.

**Library Project Committee** – At the April 15, 2021 PRRD Board Meeting, the Regional Board approved the appointment of ZS-C as a second board representative to the Chetwynd Public Library Advisory Committee.

**Children’s Area Upgrade Planning Committee** – Nil

**Fundraising Committee** – Nil

**Friends of the Library** – LL is excited to be the liaison and has been in contact with Gwen Finnson, the Friends of the Library Chair.

MOVED by SK, SECONDED by ZS-C That the reports be accepted as presented. – CARRIED

KP gave an update on the strategic plan. We are working together on Goggle Docks and it is coming together. The workshop with Babs helped to put some more thoughts and ideas out there.

Bylaws, DR will ask if Trish Morgan, General Manager of Community Services, if she will do a presentation for the board. It too will fit in with the “big picture” of how we are all connected within our libraries ecosystem. DR will see if she is available to do a presentation during our June meeting.

**Adjournment:** MOVED by DB, SECONDED by JW to adjourn the meeting at 7:03pm. – CARRIED

**Next Meeting:** Tuesday April 25, 2021 following our BCLTA workshop

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Board Chair

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Library Director