



## CHETWYND PUBLIC LIBRARY ADVISORY COMMITTEE MEETING MINUTES

Tuesday, December 15, 2020

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**LOCATION** Zoom Conference

**ATTENDANCE**

**Directors**

Director Rose, Electoral Area 'E'

**Committee Members**

Sara Hoehn, Chetwynd Public Library Board

Melissa Millsap, Manager of the Chetwynd Public Library

**Absent Directors**

**Staff**

Bryna Casey, Parks & Rural Recreation Coordinator

Trish Morgan, GM of Community Services

Carol Newsom, CAO – District of Chetwynd

Kyla Traichevich, Recorder

**Others**

**Delegations**

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**1. CALL TO ORDER**

The meeting was called to order at 11:02 AM.

**2. ELECTION OF CHAIR**

The General Manager of Community Services called for nominations for the Office of Committee Chair for 2020-2021.

Director Rose nominated Committee Member Hoehn for the Office of Committee Chair for 2020-2021.

Committee Member Millsap Seconded the nomination.

Committee Member Hoehn Accepted the nomination.

The General Manager of Community Services called a second time for nominations for the Office of Committee Chair for 2020-2021.

The General Manager of Community Services called a third time for nominations for the Office of Committee Chair for 2020-2021.

Hearing none, the General Manager of Community Services declared Committee Member Hoehn, Chair of the Emergency Executive Committee for 2020-2021.

Chair Hoehn turned chairing of the meeting over to staff.

**3. DIRECTORS' NOTICE OF NEW BUSINESS**

Director Rose

Update of Committee Members



#### 4. ADOPTION OF AGENDA

MOVED Director Rose, SECONDED Committee Member Hoehn,  
That Chetwynd Public Library Advisory Committee adopt the December 15, 2020 Meeting Agenda, as amended to include Director's new business and additional items for the agenda:

1. Call to Order
2. Election of Chair
3. Director's Notice of New Business
  - 3.1 Update of Committee Members
4. Adoption of Agenda
5. Gallery Comments or Questions
6. Adoption of Minutes
7. Business Arising from the Minutes
8. Delegations
9. Correspondence
  - 6.1 Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream
10. Reports
  - 7.1 Chetwynd Library Next Step Options, CS-CLIB-001
11. New Business
12. Diary
  - 12.1 Diary Items
13. Item(s) for Information
  - 13.1 Terms of Reference
14. Adjournment

**CARRIED**

#### 5. DELEGATIONS

#### 6. CORRESPONDENCE

6.1

Investing in Canada  
Infrastructure Program –  
COVID-19 Resilience  
Infrastructure Stream

MOVED Director Rose, SECONDED Committee Member Hoehn,  
That the Chetwynd Public Library Advisory Committee receive the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream, for discussion.

**CARRIED**

#### 7. REPORTS

7.1

Chetwynd Library Next Step  
Options  
CS-CLIB-001

MOVED Director Rose, SECONDED Committee Member Millsap,  
That the Chetwynd Library Advisory Committee receive the report titled "Chetwynd Library Next Step Options – CS-CLIB-001, for discussion.

**CARRIED**

*The Committee gave direction to staff to schedule a meeting with the Tansi Friendship Centre to discuss a possible partnership, and the Committee will meet again in February to discuss those options, if any, and make a recommendation to the Regional Board.*



## **8. NEW BUSINESS**

### **8.1**

#### **Update of Committee Members**

The Committee discussed appointing new Committee Members, and the process of doing that. The Chetwynd Library Board will add as a late item at the next meeting to appoint Councilor Wark for the Chetwynd Public Library Advisory Committee. The Peace River Regional District will bring it to the Regional Board meeting in January, appointing two members from the Library Board, as per the Terms of Reference. The next Library Board meeting is January 26.

## **9. DIARY**

## **10. ITEMS FOR INFORMATION**

### **12.1**

#### **Terms of Reference**

## **11. ADJOURNMENT**

The meeting was adjourned at 12:02 PM.

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Director Rose, Electoral Area 'E' Director

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Kyla Traichevich, Recorder