



Meeting Minutes  
FSJPLA Board Meeting  
February 24<sup>th</sup> 2021 at 5:30pm  
Zoom  
Phone number: 1-877-385-4099  
Participation Code: 9632825#  
Host Code:1335790#

**Executive:**

Andy Ackerman – Chair  
Lenita Choi – Vice Chair  
*Nick Zhang – Treasurer (regrets)*

**Trustees:**

Debbie Hoza  
Jessica Kalman  
Stacey Nimmo  
*Matt Preprost (regrets)*

**Director:**

Matthew Rankin

**Manager:**

Marilyn Lovejoy

**Appointed:**

Lilia Hansen – Municipal  
Lenita Choi – Area B  
Michael Bourcet – Area C

**Guests:**

Tanya Boyd  
Karlene Duncan

**Delegates:**

1. **Call to order: 5:30pm**
2. **Adoption of the Agenda: L. Hansen**
3. **Adoption of the Consent Agenda**
  - 3.1 Minutes of the January 27<sup>th</sup>, 2021 Meeting
  - 3.2 Director’s Report for February (Matthew Rankin submitted)

*Motion as presented: L. Hansen*  
*Seconded: D. Hoza*  
*Result: Motion Passed*
4. **Delegate: Friends of the Library (None)**
5. **Adoption of the Financial Report – as presented (CIS February document)**

Karlene: Current CIS February Report does not include all funds being provided to FSJPL, including the increased funds from Areas B and C yet. March report should include them.
6. **Old Business:**
7. **New Business:**
  - 7.1 Heating in Library has been fixed by the City

Karlene: Mentioned recent cold snap, when HVAC system was not responsive. System has since been repaired.

**7.2 COVID-19 updates (if any)**

Matthew: Some random patrons have been caught not properly wearing masks in the library space, but have complied when confronted by staff. No bans or removals so far.

Karlene: Has provided instructional list for staff on how to deal with difficult patrons on COVID-19-related items.

**7.3 Community Gaming** (erroneously considered us a Municipal library and deemed us ineligible; Karlene wrote appeal email on February 11; followed up with phone call February 16 and they confirmed they received the email. Stated that reconsiderations can take up to 90 days

**7.4 Budget 2021**

**7.5 PRRD** approved our CLICK Request for Funding for \$10,000.

**7.6 Bob Zimmer** letter of support for CLICK

**7.7 New Website** (Marilyn and Morgan's efforts are amazing)

Andy: Made request for Marilyn to update new website to reflect recognition of financial support from Areas B and C. Marilyn will update.

**7.8 Draft policy** for complaints against Library Director

Motion: "To Adopt draft policy for complaints against Library Director"

*Motion as presented: L. Hansen*

*Seconded: D. Hoza*

*Motion Result: Passed.*

**7.9 Strategic Plan** share

Andy: Very happy with success of the 2019-2021 Strategic Plan, as the Library met many (if not all established objectives). Instructed Matthew to add development of 2022-2025 Plan to May 2021 agenda, set up independent meeting in June 2021.

**8.0** In order to switch out our signers on the Library's bank account, we will need to include a statement on the minutes. Motion: "**In regard to the FJSPLA accounts at the NPSCU, we will be removing Joe-Ann Preston and Karlene Duncan as signers and adding Lori Bennett and Matthew Rankin. Our current list of approved signers will be Marilyn Lovejoy, Lori Bennett, Matthew Rankin.**"

*Motion as presented: L. Hansen*

*Seconded: L. Choi*

*Motion Result: Passed.*

**8.1** In order to switch out our signers on the Library's Credit Cards we will need to include a statement on the minutes. Motion: "**In regard to the FJSPLA Collabria Credit Cards, we will be removing Joe-Ann Preston and Karlene Duncan as signers and adding Lori Bennett, Marilyn Lovejoy, and Matthew Rankin. Our current list of approved signers will be Marilyn Lovejoy, Lori Bennett, Matthew Rankin.**"

*Motion as presented: J. Kalman*

*Seconded: S. Nimmo*

*Motion Result: Passed.*

IN CAMERA SESSION – No in-camera session for this meeting.

Adjourn: **6:04pm**

**8. Next Meeting Date: March 24<sup>th</sup>, 2021 at 5:30pm**