



MEETING MINUTES
FSJPLA Board Meeting
Wednesday, March 24th 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

Appointed:

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

Trustees

Debbie Hoza
Jessica Kalman
Stacey Nimmo
Matthew Prepost

Guests:

Tanya Boyd

Director:

Matthew Rankin

Manager:

Marilyn Lovejoy

Delegates

Regrets: None

1. Call to order: 5:36pm

2. Adoption of the Agenda

Motion: Jessica Kalman

Seconded: Michael Bourcet

Result: Motion Passed.

3. Adoption of the Consent Agenda

3.1 Minutes of the February 24th, 2021 Meeting

3.2 Director's Report for March

Motion: Lilia Hansen

Seconded: Debbie Hoza

Result: Motion Passed

4. Delegate: Friends of the Library (None)

5. Adoption of the Financial Report – as presented (CIS March document)

Nick: Accounts look normal, nothing more to note.

Matthew: The Library has received our first quarterly grant payment (minus the \$50,000) advance, and the Area B and C quarterly grant.

Motion: Debbie Hoza
Seconded: Lilia Hansen
Result: Motion Passed.

6. Old Business (None)

7. New Business:

7.1 COVID-19 updates (if any)

7.1.1 Matthew: No new updates, some issues with patrons not fully wearing masks, but no major issues.

7.2 Community Award Nominations

7.2.1 Debbie: Nominated the Library as a whole to showcase the hard work of library staff. The Library received the nomination notice the morning of March 24th. She will send out the original nomination forms to the Board.

7.2.2 Matthew: On behalf of the Board and Staff, Matthew responded to accept the Library's name to be included in the nomination process.

7.3 Fundraising Ideas

7.3.1 Matthew: presented an developing report on potential fundraising ideas for the Library to have a regular fundraising schedule, and more normal funds for programming and other Library activities.

7.3.2 Lilia: Mentioned the BCHydro Grants for community groups, can always re-apply during the year, but ensure the projects are specific, not grouped together.

7.3.3 Jessica: Previously worked on the Board Fundraising Committee in the past, and has great experience in this area.

7.3.4 Andy: Fundraising Committee did exist prior to covid, so priorities are familiar to the Board. Should add Fundraising as a regular item of Board Agendas.

7.3.5 Fundraising Committee was re-established, with Lenita, Jessica, and Matthew as members.

*Items 7.4 to 7.8 were discussed together as a group of related topics.

7.4 Board self-assessment session

7.4.1 Andy: Necessary to evaluate how we are doing as a Board, and reflect on how to make our processes better. Should take between 3-4 hours.

7.5 2022-2025 Strategic plan

7.5.1 Andy: The Board's current plan expires this year so we need to create a new plan for the next three years. Planning to process of creating new strategic plan in June.

7.6 Board Orientation

7.6.1 Andy: Andy will be sending out information on this. He mentioned this is both a refresher and for relatively new Board members to catch up on what the library is doing.

7.7 Board Training

7.7.1 Andy: Or Trustee Orientation Training program. The Board has an option of letting individual Board members take the current suite of BCLTA training or spend a day taking board training specific to libraries.

7.8 Library Board AGM- April 28th

7.8.1 Andy: Reminder that he has tendered notice of stepping down as Board Chair this year, and will be nominating Lenita as the new chair.

IN CAMERA SESSION –
6:05pm Start / 6:14pm End

In-Motion: Jessica Kalman Seconded: Lenita Choi Result: Passed	Out-Motion: Debbie Hoza Seconded: Stacey Nimmo Result: Passed
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Adjourn: 6:17pm
Motion: Jessica Kalman
Seconded: Stacey Nimmo

8. Next Meeting Date: Library Board AGM April 28th, 2021 at 5:30pm