Board Meeting Minutes
FSJPLA Board Meeting
Wednesday, January 26th 2022 at 5:30pm
Zoom
Phone number: 1-877-385-4099
Participation Code: 9632825#
Host Code:1335790#

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https://us02web.zoom.us/j/81550588779?pwd=QW10VGI3Z3ozL0tsaXdpb0N0K2UzQT0

Executive	Trustees	Appointed	Staff	Delegates	Guests
Michael Bourcet – **Chair/Area C Rep**	Debbie Hoza – **Area B Rep**	Lilia Hansen – **Municipal Rep**	Matthew Rankin - **Director**		Tanya Boyd - **Staff**
Andy Ackerman – **Vice Chair**	Jessica Kalman		Marilyn Lovejoy - **Manager**		
	Stacey Nimmo				
	Amber Harding				

REGRETS	Nick Zhang – **Treasurer**

1. **FSJPLA Board Chair Election – Starts @ 5:32pm**
   Andy: Nominates M. Bourcet. for Chair.

   Motion: A Ackerman
   Seconded: L. Hansen
   Result: Passed

2. **Call to order: 5:46pm**

3. **Adoption of the Agenda**
   Motion: L. Hansen
   Seconded: J. Kalman
   Result: Passed.

4. **Adoption of the Consent Agenda**
   3.1 Minutes of the November 24th, 2021, Regular Meeting
   3.2 Director's Report for December 2021/January 2022

Motion: L. Hansen
Seconded: S. Nimmo
Result: Passed

5. **Delegate: None**

6. **Adoption of the Financial Report –** as presented (CIS January document)
Matthew: Presented the financial report in Nick's absence. Nothing extensive to report on just yet, as we have not received our first (Q1) payment/advance from the City, and we are still working on closing 2021. We did come into the year with a surplus, but we are slowly running out of those funds and will need more soon.
Lilia: Asked if there is a plan in place in the event the advance does not come in time.
Matthew: Mentioned that at the moment no, but he will work with staff to ensure continuity of service.

Motion: A. Ackerman
Seconded: S. Nimmo
Result: Passed

7. **Old Business**
7.1 Fundraising Committee – Matthew
Matthew: In January he met with the Friends of the Library group to discuss plans for fundraising in 2022. Specifically, they have been in discussions for a February 2022 book sale at the NPCC, as well as other items throughout the year. In December Andy, and I met with Sigga from Grant Advance, which he felt was a good platform.
Debbie: She would be interested in 50/50 raffles and similar fundraising efforts.
Matthew: Confirmed that is something the Library could definitely do.

7.2 Email Motions for inclusion – Matthew
Matthew: Included for the record.
7.2.1 *Motion for Approval of 2022 Budget*
Motion: A. Ackerman
Seconded: S. Nimmo
Result: Passed
7.2.2 *Motion for Approval of Violence Prevention Policy*
Motion: J. Kalman
Seconded: S. Nimmo
Result: Passed
7.2.3 *Motion for Approval of FSJPL Rent Deferral to FSJPL for 2022.*
Motion: L. Choi
Seconded: M. Bourcet
*L. Hansen was noted as not being in favour of the motion.
Result: Passed

Motion to affirm: L. Hansen

Seconded: J. Kalman
Result: Passed

8. **New Business:**

8.1 New Staff Member – Matthew

Matthew: As mentioned in email with the Board, I am very happy to announce that Alisa Lurie is starting on February 1st 2022 as our new Children's Services and Programming Coordinator.

Michael: Asked about existing office situation.

Matthew: Temporary solution for the programmer is to be in the back room, then create new office later.

8.2 Permanent Fine-Free Discussion – Matthew

Matthew: An on-going discussion in Public Libraries has been moving towards a fine-free future. This means removing all late fines from materials being lent out, while retaining charges such as lost item, or damage. This is a discussion point, and I wanted to run this by the board as any changes to our fine structure would require board approval. At the moment, the Library does not charge fines, as a result of COVID-19 measure put in place in 2020. Over all the Library make approx.. $6,000.00 per year from this.

Lilia/Andy/Jessica/Debbie: The general feeling of the Board is that while this approach to removing or reducing the fine structure may benefit other libraries, FSJPL's current financial situation requires us keeping the fine structure in place, as we need operational funding. Additionally, there is a concern from the Board that removing these fine structures disincentivizes patrons from returning items on-time, as well as the need to re-instate the fine structure relatively soon. More evidence is needed to make a decision, and Matthew needs to provide a report to the Board.

Matthew: If that is the case, I will need time to gather that information.

Andy: Table motion until April.

Motion: **L. Hansen**
Seconded: **A. Ackerman**
Result: **Defeated.**

8.3 Interlibrary Overuse/Abuse Discussion – Matthew

Matthew: Jill B. our Interlibrary Loan Admin wanted this item brought to the Board's Attention. My understanding of exactly what the exact issue is limited.

Marilyn: More about patrons ordering Inter-Library Books through our Library, and not picking them up, causing waste in postage for us.

IN CAMERA SESSION

Motion: A. Ackerman
Seconded: J. Kalman

Out of Camera Motion
Motion: J. Kalman
Seconded: S. Nimmo
Result: Passed

Adjourn: Andy @ 6:43pm

9. **Next Meeting Date: Wednesday, February 23rd 2022 @ 5:30pm**