



MINUTES
FSJPLA Board Meeting
Wednesday, April 26th, 2023 at 5:30pm
Zoom
Phone number: 1-877-385-4099
Participation Code: 9632825#
Host Code:1335790#

Join Zoom Meeting
<https://us02web.zoom.us/j/85382845948?pwd=K01VbXZhWWF4ZENxeDhpK0pwTjlvZz09>

<u>Executive</u>	<u>Trustees</u>	<u>Appointed</u>	<u>Staff</u>	<u>Delegates</u>	<u>Guests</u>
Michael Bourcet – Chair & Area C Patron Rep	Debbie Hoza – Area B Patron Rep	Sarah MacDougall – Municipal Rep	Matthew Rankin - Director	Heather Truscott (NPCC)	James Greenhalth (Member of the Public)
Lyle Goldie – Treasurer	Nick Zhang				
	Warren "Dub" Craig				

REGRETS	Amber Harding, Andy Ackerman – Vice Chair & Nick Zhang
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1. Call to Order: 5:45pm

2. 2023 Election of Board Officers

2.1 Nominations:

○ **CHAIR**

- **Nominee #1: M. Bourcet**
 - **Nominated by:** D. Hoza.
 - **Result:** Elected by Acclamation.
- No Other Nominees Offered.

○ **VICE CHAIR**

- **Nominee #1: A. Ackerman –**
 - **Nominated by:** D. Hoza
 - **Result:** Elected by Acclamation.
- **Nominee #2: L. Goldie –**
 - **Nominated by:** M. Bourcet
 - **Result:** Nomination withdrawn.
- No Other Nominees Offered.

- **TREASURER**
 - **Nominee #1: L. Goldie –**
 - **Nominated by:** W. Craig
 - **Result:** Elected by Acclamation.
 - No Other Nominees Offered.

3. Adoption of the Agenda (with Updates)

Motion: W. Mulvey

Second: L. Goldie

Result: Passed

4. Adoption of the Consent Agenda

4.1 Minutes of the March 22nd, 2023 - Regular Meeting

4.2 Director's Report for April 2023

4.3 OHS Committee Report – April 2023

Motion: D. Hoza

Second: L. Goldie

Result: Passed

5. Delegate: Heather Truscott (Director of NPCCS)

Discussion: Heather introduced herself to the Board and discussed possible joint meetings or shared Board members to keep lines of communication open between the two boards open. Michael and the rest of the Board Members discussed the potential avenues for this to happen and will return to Heather with an answer prior to the June NPCCS Board AGM.

6. Adoption of the Financial Report – as presented (CIS April document)

6.1 Cash Flow Update – April 24th, 2023 (Included)

Motion: S. McDougall

Second: L. Goldie

Result: Passed

7. Old Business:

7.1 Board Training Session Update – April 1st – Matthew/Michael/Lyle/Warren

Discussion: On April 1st, 2023, Matthew, Michael, Lyle and Warren, attended a joint training session with the Taylor Public Library Board, ran by Andy (as a certified trainer under BCLTA). The training was universally praised as being useful in explaining how the Board functions on a day-to-day basis, as well as outlining the responsibilities of Trustees. Lyle in particular recommended the training to the remaining trustees when it is made available again.

7.2 SRC (Summer Reading Club) 2023 – Update – Matthew

Discussion: Matthew wanted to update the Board on how the SRC is progressing. As of the Board Meeting, the Library has raised roughly \$22K for the program, which he considered amazing, and due to the hard work and diligence of Andy in applying

for the Grants. Matthew has heard back from Young Canada Works. Alisa is currently creating the outline for the program, and the Job Ad has been posted, and will be up until June 12th. The hope is to hire 2 students, but funding will limit this. Updates will follow, but the plan is to start the program in early July 2023.

7.3 NPCC/City Building Update – Summer 2023 – Matthew

Discussion: Matthew communicated with the City of FSJ, regarding the planned updates to the NPCC Building exterior in the Summer. On a side note, on a previous agreement in 2022, the library will be receiving a new interior drop-box. Updates to follow.

8. New Business:

8.1 Who We Are Document – Michael/Matthew/Andy

Discussion: Michael introduced the “Who We Are” Document to the Board, that was the result of research by himself, Matthew, and Andy. The goal of the document is to outline what the FSJPL is (as defined under the Library Act) and how it relates to our operations. A persistent question that has been plaguing the Board is whether or not we are recognized as a society. Based on the research conducted the answer was found to be no, we are not a society as defined in BC. We are a Library Association and CRA-Registered Charity. This document will be added to the FSJPL Policies and Procedures Binder, and the New Trustees training.

8.2 FSJPL Policies and Procedures Update Discussion (Document Send Out Following Meeting) – Matthew

Discussion: Matthew mentioned that he, Michael and Andy are working on updating the Policies and Procedures Binder to include the new updated Accessibility Policies/Plan, and the Who We Are Document. Updates to follow.

8.3 One-Time Provincial Grants – Spending Ideas – Matthew

Discussion: As mentioned via email, and in-person, the library has received approximately \$152K as a one-time grant to be spent over 3 years (2023-2025). Matthew is open to ideas, so any submissions will be welcome. Updates to follow.

IN CAMERA SESSION

Entering Motion: D. Hoza

Seconded: W. Craig

Result: Passed

Exiting Motion: W. Craig

Seconded: L. Craig

Result: Passed

Adjournment: 7:33pm

Motion: D. Hoza

Seconded: W. Craig

Result: Passed

9. Next Meeting Date: Wednesday, May 24th, 2023 @ 5:30pm