



MINUTES
FSJPLA Board Meeting
Wednesday, November 22nd, 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/82055464972?pwd=aEFXZmZ1MWhFRDd3eXZOeVc4VEVDZz09

<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	Warren “Dub” Craig	N/A	Matthew Rankin – Director / Board Secretary	N/A	N/A
Andy Ackerman – Vice Chair	Amber Harding				
Lyle Goldie – Treasurer					

REGRETS	Debbie Hoza, Sarah McDougall, & Dale Boissonneault
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- 1. Call to Order: 9:32am**

 - 2. Adoption of the Agenda (with corrections)**
 Motion: L. Goldie
 Seconded: W. Craig
 Result: Passed

 - 3. Adoption of the Consent Agenda**
 - 3.1** Minutes of the October 25th, 2022, Regular Meeting
 - 3.2** Director’s Report for November 2022
 - 3.3** OHS Committee Meeting Minutes
 - 3.3.1** October 2023
 - 3.3.2** November 2023
 Motion: L. Goldie
 Seconded: A. Ackerman
 Result: Passed

 - 4. Delegate: TBD**

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

5.1 Cashflow November 2023

Motion: W. Craig

Seconded: A. Akerman

Result: Passed

6. Old Business:

6.1 PRRD Funding Agreement – Michael/Matthew

Discussion: PRRD has provided Matthew with a draft 5 year Funding Agreement (2024-2029). After sharing and getting input from Michael, Andy and Lyle, the Library agreed to the funding. A draft 2024 draft was submitted to the PRRD, and a meeting to approve the agreement and funding will be completed on December 8th 2023.

6.2 City of FSJ 2024 Funding Update – Matthew

Discussion: Matthew has verbal confirmation from the City that funding will continue at (what should be) current levels from 2023 into 2024. Due to changes in the application policies following the establishment of the FSJ Community Foundation, Matthew has not had to make a formal application for funding this year. That being said, Matthew will confirm this new process before leaving in December.

6.3 NPCS-FSJPLA Lease Update – Michael

Discussion: Michael went over current communications with the NPCS Board about a new lease with the NPCC. Updates to follow.

6.4 Policies and Procedures Update Discussion & Approval – Matthew

Discussion: Matthew sent an updated copy of the Policies and Procedures for the Board to review. After some discussion, the Board will review over December and January, and provide approval (with possible amendments) during the January 2024 Meeting.

6.5 City of FSJ – NPCC Renovations Update – Matthew

Discussion: Matthew mentioned that he will be advising the City on renovations adding a new exterior door to the Library. Updates to follow.

6.6 Potluck Reminder – November 25th – Matthew

Discussion: Matthew reminded the Board that the Potluck Get-Together is this Saturday, November 25th @ 5-7pm.

7. New Business:

7.1 Staff Bathroom – Facet Replacement – Matthew

Discussion: Matthew confirmed that the NPCC staff has replaced the malfunctioning facet in the staff bathroom sink.

7.2 Looking forward to 2024 – Matthew

Discussion: Renovations, replacement of shelving, continuing of September 2023 hours, and possible replacement of some staff computers

7.3 NELF Board Meeting via Zoom – November 20th – Matthew

Discussion: NELF Board meeting occurred on Monday, November 20th 2023 @ 7pm MST. Discussions at the meeting surrounded expansions to NELF membership, approval of the NELF 2024-2026 Strategic Plan

7.4 Programming for December - Matthew

Discussion: Alisa and Matthew are in discussion with the Sunrise Rotary Club about participating in the Santa Claus Hot Chocolate Fundraiser on Saturday December 9th. Updates to follow. Alisa will be completing 2023 programming on December 16th. Programs will restart in 2024.

IN CAMERA SESSION - None

Adjournment: 6:35pm

Motion: M. Bourcet

Seconded: L. Goldie

Result: Passed

8. Next Meeting Date: Wednesday, January 24th, 2024 @ 5:30pm