

Town of Peace River Library Board
MEETING MINUTES
THURSDAY September 9th, 2021 6:00PM
<https://us06web.zoom.us/j/84092458964>

1) CALL TO ORDER: 6:08 pm

2) WELCOME AND INTRODUCTIONS

3) APPROVAL OF AGENDA

2021.09.09.01-Motion to approve agenda with additions. (Anso/Park) Carried.

4) ADOPTION OF MINUTES

2021.09.09.02-Motion to approve minutes of June 10th. (Murphy/Park) Carried.

2021.09.09.03-Motion to approve special minutes of June 29th. (Park/Murphy) Carried.

5) UNFINISHED BUSINESS

A. Volunteer recognition-in the mail to Leslie

B. E-vote – Library Closure for PD September 24, 2021

2021.08.16.01-E-vote Motion to approve library closure on September 24, 2021 for PRML staff to attend professional development. (Park/Murphy) Carried.

6) NEW BUSINESS

A. New health restrictions -Mandatory masks

B. Holiday Hours – December 2021 (See Director’s Report)

C. Budget 2022 – Draft Budget Review-**as presented by Director**

2021.09.09.04-Motion to approve Budget 2022. (Downing/Anso) Carried.

D. Budget 2022 – Draft Presentation Review-**to be emailed to Board**

E. New Council Orientation- Director presented “Municipal Election Advocacy Toolkit”. Discussion about some sort of advocacy activity. TABLED....

F. Bank Account Signing Authority

2021.09.09.05-Motion to remove Barb Turcotte and Emma Anso from signing authority and approve Johanna Downing and Erika Park for signing authority. (Murphy/Downing) Carried.

7) LIBRARY DIRECTOR REPORT

A. Director’s Report-**accepted as information.**

2021.09.09.06-Motion to approve December 2021 holiday hours. (Park/Downing) Carried.

B. Programs Report- **accepted as information.**

C. Technical Report - **accepted as information.**

8) FINANCE & RESOURCE DEVELOPMENT

A. **GRANTS – SEE DIRECTOR’S REPORT**

B. **FINANCIAL UPDATE – SEE DIRECTOR’S REPORT**

C. **FRIENDS OF THE LIBRARY – NEXT MTG. SEPTEMBER 22 @ 5:30 VIA ZOOM**

9) ADVOCACY & PLANNING

Town of Peace River Library Board
MEETING MINUTES
THURSDAY September 9th, 2021 6:00PM
<https://us06web.zoom.us/j/84092458964>

- A. Plan of Service – Final Plan & Survey Review-**as presented by director**

2021.09.09.07-Motion to approve the POS Engagement Survey. (Turcotte/Murphy) Carried.

10) HUMAN RESOURCES & POLICY

- A. Board Evaluation (Tabled)
- B. Policy
 - i. Emergency Procedures Policy **(Tabled)**
 - ii. Working from Home Policy

ACTION ITEM: BARB TO TAKE A SECOND LOOK AT THE WORK FROM HOME POLICY FROM AN EMPLOYEE’S PERSPECTIVE (FOR NEXT MEETING-TWO MOTIONS TO APPROVE)

- iii. Human Resources Policy (Upcoming, Tabled)
- C. Bylaws – No new reports

11) INFORMATION

- A. Library Olympics Presentation-was very fun!
- B. Co-op-donated a cheque to library (\$200 plus dollars-from staff ‘casual Friday’)

12) BOARD DEVELOPMENT

13) IN CAMERA

14) NEXT MEETING:

Wednesday, September 29th, 2021 @ 6 pm via ZOOM

Wednesday, November 10th, 2021 @ 6 pm via ZOOM

15) ADJOURN:

Items Tabled for future consideration.

| Item | Date Tabled | Date Completed |
|--------------------------|--------------|----------------|
| A. Board Evaluation | Johanna | |
| B. POS committee meeting | January 2021 | Jan 7 |