

**Town of Peace River Library Board**  
**MEETING MINUTES**  
**THURSDAY February 18, 2021 6:00PM**  
**Zoom Meeting**

1) **CALL TO ORDER:** 6:07 pm

2) **WELCOME AND INTRODUCTIONS**

Attendance on Zoom: Chelsey, Barb, Johanna, Channing, Erika, Ruth,  
Emma (AB with regrets)

3) **APPROVAL OF AGENDA**

2021.02.18.01-Motion to approve agenda. (Friedt/Soult) Carried.

4) **ADOPTION OF MINUTES**

2021.02.18.02-Motion to approve December minutes. (Park/Soult) Carried.

5) **UNFINISHED BUSINESS**

A. Volunteer recognition –ACTION ITEM: Board Committee-Johanna to help develop policy for volunteer recognition for the library. She will bring this forward for March meeting

6) **NEW BUSINESS**

A. New health restrictions – Temporary Standing Agenda Item- Information: Libraries are Phase 3 meaning the earliest we will be open is March 22, 2021.

B. Annual LibPas Report-data requirement for provincial funding. Channing presented the report.

2021.02.18.03-Motion to approve LibPas Report as presented. (Friedt/Park) Carried.

7) **LIBRARY DIRECTOR REPORT**

A. Programs Report –**accepted as information.**

B. Technical Report – Quarterly

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

8) **FINANCE & RESOURCE DEVELOPMENT**

A. **GRANTS** – WAITING FOR CANADA SUMMER JOBS PROGRAM GRANT TO BE APPROVED.

B. **FINANCIAL UPDATE** – WAITING FOR INFORMATION FROM TOWN AS TO APPROVAL OF BUDGET.

C. **FRIENDS OF THE LIBRARY** – CHANNING/JOHANNA TO ATTEND MEETING ON BEHALF OF PRMLB.

a. ZOOM MEETING FEBRUARY 24 @ 5:30

9) **ADVOCACY & PLANNING**

A. Plan of Service – continuing/on going.

**Town of Peace River Library Board  
MEETING MINUTES  
THURSDAY February 18, 2021 6:00PM  
Zoom Meeting**

- B. LETTER TO PLS IN SUPPORT OF LIBRARIES REOPENING-WORKING ON THIS AND ASKING FOR SUPPORT FROM COMMUNITY PARTNERS.

**ACTION ITEM: BARB TO ASSIST CHANNING WITH COMPLETING THIS LETTER.**

**10) HUMAN RESOURCES & POLICY**

- A. Board Evaluation – ongoing
- B. Policy
  - i. Emergency Procedures Policy – Procedures are fine, however the policy itself needs to be updated. ACTION ITEM: Johanna to look it over and email it out to the Board, if necessary, for input. Barb and Carson to provide information as well.
  - ii. Working from Home – Tabled until meeting with Stacey Messner can be scheduled – board support
- C. By Law – Book fine schedule-will proceed once we receive feedback about the Budget.

**11) INFORMATION:**

**12) BOARD DEVELOPMENT**

**13) IN CAMERA**

**2021.02.18.04-Motion to move to in camera. (Friedt/Turcotte) 7:00 pm**

**2021.02.18.05-Motion to move out of camera. (Park/Soult) 7:06 pm**

**14) NEXT MEETING: March 11, 2021, 6:00pm – Zoom**

**15) ADJOURN:**

**2021.02.18.06-Motion to adjourn (Murphy) 7:09 pm**

**Items Tabled for future consideration**

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