

Town of Peace River Library Board
MEETING MINUTES
Thursday, December 9th, 2021 6:00PM
<https://us06web.zoom.us/j/81847011460>

1) **CALL TO ORDER:** 6:06pm

2) **WELCOME AND INTRODUCTIONS**

In attendance: Erika Park, Johanna Downing, Marc Boychuk, Chelsey Freidt, Carson Murphy, Alena Rosen, Channing Stenhouse, guest Elaine Manzer. Regrets: Cathy Hewko

3) **APPROVAL OF AGENDA**

2021.12.09.01 Motion to approve (Murphy/ Freidt) Carried

4) **ADOPTION OF MINUTES**

2021.12.09.02 Motion to adopt (Boychuk/Park) Carried

5) **ADOPTION OF SPECIAL MEETING MINUTE** – No special meeting minutes

6) **UNFINISHED BUSINESS** – No unfinished business

7) **NEW BUSINESS**

A. Land & Indigenous Peoples acknowledgement

a. **ACTION: Rosen & Library Director to draft an acknowledgement to review at next meeting.**

B. New health restrictions - **None**

8) **REPORTS**

A. Director's Report – **Accepted as information**

B. Programs Report – **Accepted as information**

C. Technical Services Report – **Accepted as information**

D. Reports discussion – **Reporting schedule reviewed and agreed as presented**

9) **FINANCE & RESOURCE DEVELOPMENT**

A. **Grants** – See directors report

B. **Financial Update** – See directors report

C. **Friends of the Library** – Next Mtg. January 19th, 2022 @ 5:00 via Zoom

a. Casino dates: April 23-24, 2022

10) **ADVOCACY & PLANNING**

A. Plan of Service – **On track, waiting for last few surveys to trickle in before compiling data for preliminary report**

11) **HUMAN RESOURCES & POLICY**

A. Policy

a. 1_GM.03.2021 BOARD GOVERNANCE

2021.12.09.03 Motion to approve first reading of 1_GM.03.2021 BOARD GOVERNANCE as amended (Downing/Freidt) Carried

2021.12.09.04 Motion to approve second reading of 1_GM.03.2021 BOARD GOVERNANCE as amended (Murphy/Boychuk)

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B. 6_HR.02.2018 Library Director Job Description - **Board reviewed and no changes to be made at this time**

C. Bylaws – **No new reports**

12) INFORMATION – No new information

13) BOARD DEVELOPMENT

A. **Policy Review**

a. 1_GM.04.2014 Trustee Code of Ethics – Reviewed and board members will sign and send to Library Director

14) IN CAMERA – No in camera

15) NEXT MEETING:

Thursday, January 13th @ 6 pm

16) ADJOURN: Motion to adjourn at 7:25pm

Items Tabled for future consideration.

Item	Date Tabled	Date Completed
A. Board Evaluation	Sept 2021	
B. Emergency Procedures Policy	June 2021	
C. Volunteer Recognition Update	Nov 2021	
D.		
E.		