

Town of Peace River Library Board
MEETING MINUTES
THURSDAY, January 25th, 2018 6:00PM
Penn-West Meeting Room, Library

In Attendance: Emma Anso, Julia Cestra-de Vries, Barb Turcotte, Genna Davidge-Smith, LeeAnn Berry, Johanna Downing

1) CALL TO ORDER - 6:12 PM

2) WELCOME AND INTRODUCTIONS

3) APPROVAL OF AGENDA

- a. Add 10a) Policy Bylaw calendar
- b. Add 6c) Friends of the Library Report
- c. Add 6d) Acceptance of Board member resignation (Melissa Earle)
- d. Add 6e) Acceptance of Board member resignation (Judy Bowcott)

2018-01-25-01 MOTION (Downing, Davidge-Smith) approve the agenda with the addition of 10a. Policy and Bylaw Calendar

Carried

4) ADOPTION OF MINUTES

- a. December 14th, 2017

2018-01-25-02 Motion (Turcotte, Cestra-de Vries) to approve the TPRL Board minutes of December 14th, 2017 accepted as presented.

Carried

5) UNFINISHED BUSINESS

- a. Signing Authority - Refer to minutes of Dec 14, 2017

6) NEW BUSINESS

- a. Directors Annual Review.
- b. Directors 2017 Survey Results
- c. Friends of the Library Report
 - Can only buy capital
 - Approved for \$8000 (2 iPads, 1 MAC, 2 Lego kits)
 - Casino is June 25-26 1:45pm - 3:45am
- d. Acceptance of Board member termination (Melissa Earle)

2018-01-25-03 Motion (Downing, Cestra-de Vries) to accept the resignation of Melissa Earle from the Library Board

Carried

- e. Acceptance of Board member termination (Judy Bowcott)

2018-01-25-04 Motion (Downing, Cestra-de Vries) to accept the resignation of Judy Bowcott from the Library Board

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Carried

7) LIBRARY DIRECTOR REPORT

- a. Director's Report
- b. Acceptance of Library Director resignation
 - LeeAnn has agreed to provide us support until her final resignation in June 29th, 2018.

Accepted as information

8) FINANCE & RESOURCE DEVELOPMENT

- a. Approved Budget in DropBox
 - LeeAnn will put budget into dropbox and email the board.

9) ADVOCACY & PLANNING

- a. Plan of Service Update (Johanna)
 - Feb 22 will be the Community Planning Committee Meeting 5pm-9pm

Accepted as information

10) HUMAN RESOURCES & POLICY

- a. Policy Bylaw calendar
- b. Policy and Procedure updates/reviews continue. (Emma)
 - DUE February 15, 2018
 - Policy 4_OP.02.xxxx - Emergency Procedures - Julia
 - Policy 6_HR.02.2013 - Job Description Library Director - Genna
 - Policy 6_HR.06.20xx - Employee Recruitment and Selection - Emma
 - Policy 6_HR.11.20xx - Employee Grievance - Barb
- c. Programme's Job Description and job posting

Accepted as information

11) INFORMATION

12) BOARD DEVELOPMENT

13) NEXT MEETING: Thursday, February 15th, 2018 at 6:00PM.

14) ADJOURN: Moved (Davidge-Smith)8:25PM

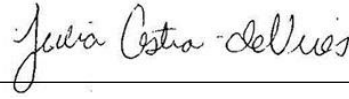
Carried

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ADOPTED



Emma Anso
Town of Peace River Library Board Chair



Julia Cestra-deVries
Town of Peace River Library Board Secretary