

**Town of Peace River Library Board
Board Meeting – Minutes
November 2nd, 2023 6:00 PM
Peace River Municipal Library & Zoom**

1) Call to order: 6:01

2) Land and Indigenous Peoples Acknowledgement

The Peace River Municipal Library is located within Treaty 8 Territory and within Métis Nation District 14. We acknowledge that the Library is on the traditional homeland of the Dane-Zaa (den ay zah), Nehiya (knee hee ow), Dene Tha' (den ay tah, and Métis (may tee) peoples. We commit to providing services that add value to the Indigenous peoples in our community and to ensure Indigenous peoples are welcomed in and represented at the Peace River Municipal Library.

3) Welcome and Introductions

Present: Marc Boychuk, Priscilla Lalonde, Dianne Lavoie, Jennifer Willox

Regrets: Cathy Hewko

4) Approval of Agenda

2023.11.02-01 Motion to approve the agenda as amended. DL/MB

5) Approval of Meeting Minutes

2023.11.02-02 Motion to approve the approve the minutes of October 5, 2023. DL/MB

6) Unfinished Business

7) New Business

a) Facilities Issue – JW discussed

Action Item:

1. Channing to find more secure location for sharps disposal in public washrooms.

8) Reports

a) Director Report – accepted as information

b) Programs Report – accepted as information

9) Finance & Resource Development

a) Financial Update

2023.11.02-03 Motion to approve the financial update. PL/DL

b) Friends of the Library Update – Next meeting Wednesday, January 10th @ 5:30

c) Festival of Trees Update

Action Items:

1. November 21, 5:00-7:00 pm – Marc, Dianne to help host thank you & preview reception for festival entrants
2. November 25, 5:00-10:00 pm – Marc, Dianne, Priscilla to volunteer at Taste 'n' Trees event, wear all black if possible.
3. November 22-24 – Board members to attend, support Festival of Tree events, if possible.

10) Advocacy & Planning

11) Human Resources & Policy

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- a) 2_FS.03.2023 Statement of Intellectual Freedom
- b) 3_S.03.2023 Art Exhibitions
- c) 3_S.06.2023 Library Hours of Operation
- d) 6_HR.09.2023 Working Alone

2023.11.02-04 Motion to approve the first reading of the above listed policies. MB/PL

2023.11.02-05 Motion to approve the second reading of the above listed policies. MB/DL

2023.11.02-06 Motion to rescind the policies replaced by the above listed policies. JW/DL

12) Board Development

- a) Executive Elections
 - i) Chair – Marc Boychuk
 - ii) Vice-Chair – Dianne Lavoie
 - iii) Treasurer – Priscilla Lalonde
 - iv) Secretary – Cathy Hewko
- b) Resignation – Accepted as information.

Action Item:

- 1. Channing to email TOPR regarding board member resignation, updated board member list

13) In Camera

Items discussed in camera are considered confidential and are not to be discussed outside of those present during the in-camera session. Any members joining the in-camera session are prohibited from recording the session. Those who are joining the session virtually must ensure that they are doing so with adequate privacy to ensure no other persons are privy to the conversation.

14) Next Meetings

- a) December 14, 2023 @ 6:15 – Restaurant (location TBD)
- b) January 11, 2024 @ 5:30 – PRML & via Zoom

15) Adjourn: 6:54