

**Town of Peace River Library Board**  
**Board Meeting – Agenda**  
**February 8th, 2024 5:30 PM**  
**Peace River Municipal Library & Zoom**

**1) Call to order 5:34pm**

**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 Introduction**

Present: Dianne Lavoie, Jennifer Willox, Channing MacDonald, Cathy Hewko

Regrets: Priscilla Lalonde

**4) Approval of Agenda**

2024.02.08.01 Motion to approve the agenda for the meeting as presented (Lavoie) Carried.

**5) Approval of Meeting Minutes**

a) December 14, 2023

2024.02.08.02 Motion to approve the December 2023 TPRLB meeting minutes as presented (Hewko) Carried

b) January 11, 2024 – accepted as information

**6) Unfinished**

Letter to the Town of Peace River from TPRLB was reviewed and discussed. The letter was accepted and will be forwarded to the Peace River Town Council.

**7) New Business**

a) LibPas Report 2023

2024.02.08.03 Motion to approve the LibPas annual report as presented (Hewko) Carried.

b) Library Closure & Training Plan 2024

Information regarding the proposed library closure dates and training plan were discussed.

2024.02.08.04 Motion to accept the library closure dates for the year as presented (Hewko) Carried.

**8) Reports**

a) Director Report – accepted as information

b) Circulation Report – accepted as information

c) Technical Services Report – accepted as information

d) Programs Report – accepted as information

**9) Finance & Resource Development**

a) Financial Update

2024.02.08.05 Motion for accept the financial update report as presented (Lavoie, Willox) Carried.

b) Friends of the Library Update – AGM is May 16 @ 5:30pm with a regular meeting to follow.

**10) Advocacy & Planning –**

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PLS Coffee Chats have included discussion regarding advocacy for retention strategies of library staff across PLS member libraries. PLS Coffee Chats have involved discussion advocating for improved staff wages.

**11) Human Resources & Policy**

- a) 1\_GM.02.2024 Board & Volunteer Recognition
- b) 1\_GM.07.2024 Appointment of Library Trustees

Both proposed policy amendments were reviewed and discussed.

2023.02.08.06 Motion to approve the 1<sup>st</sup> reading of policies 1\_GM.02.2024 and 1\_GM.07.2024 (Lavoie/Hewko) Carried.

2023.02.08.07 Motion to approve the 2<sup>nd</sup> reading of policies 1\_GM.02.2024 and 1\_GM.07.2024 (Willox, Lavoie) Carried.

**12) Board Development**

Library director discussed possible memberships with ALTA, LAA, and other professional organizations.

Action Item: Library director to create an overview of options for March meeting

**13) In Camera – N/A**

*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:** March 21, 2024 @ 5:30

15) **Adjourn** 6:35 pm