

Radium Hot Springs Public Library Board Meeting Minutes August 18, 2020

1. Call to Order: The Vice Chair called the meeting to order. (Acting as interim Chair to prepare for 2021)

2. Members Present via Zoom: Jill Logan, Jacqueline Wagner (ex officio), Donna Verboom, Mike Gray, Sheila Leman, Abigail Kokolski, Sandy Eason.

Regrets: Judy Fowler

3. Review Agenda: The agenda was reviewed.

M/S that the agenda be adopted. Carried.

4. Approval of July Minutes

M/S that the July Minutes be approved. Carried.

5. Reports

a) Library Director's Report

- Discussion about shift changes in September.
- Grab & Go Activities for children's programming.
- Online book clubs through the KLF for both YA and Adults. So far, we have Radium patrons signed up for the Adult book club.
- Discussion about Endowment Fund.
- The province reopened ILL on August 18, 2020.
- The library received an additional \$700 for COVID relief funds from the CVCF.
- The director will apply for the CVCF Community grant in October for additional shelving.
- Discussion about Provincial Tech Grant spending.

b) Financial Report

- Incoming funds from the past month were reviewed.
- Balance sheet and account balance discussed.

M/S to approve the cheque and M/C register for the month of July. Carried.

c) KLF/ABCPLD Report

- Sheila attended the KLF Executive meeting. A strategic planning meeting will be held this Saturday.
- KLF LDAG and ABCPLD are still holding frequent meetings.

d) Friends of the Library Report:

- Nothing to report at this time in light of the COVID-19 situation.

6. Unfinished Business

a) Garage Sale

- The garage sale has been postponed until 2021.

7. New Business

a) Review Policies

- Revisions suggested by Jill and Donna were discussed.
- Suggestion to determine whether replacement costs were reflective of current prices.

To Do: Jackie to adjust the Policy Manual to include the suggested revisions and the Risk Management policies. A final draft will be sent to the board to review at the next meeting.

b) Review Board Trustee Application Advertisements

- The new poster was reviewed and approved pending minor adjustments.
- The application deadline will now be November 1 to allow for more time to review and integrate new board members.

TO DO: Jackie to print board recruitment poster and put on display in public areas and online.

8. Policies: Policy review complete. Final review to be completed in September.

9. Correspondence: No correspondence to discuss.

10. Perpetual Calendar: Calendar was reviewed for upcoming items to focus on in September.

11. Date of Next Meeting: September 15, 4:00 p.m.

12. Adjournment: The meeting was adjourned at 5:20p.m.

Sheila Leman

Chair, RHSPL Board

Jacqueline Wagner

Library Director, RHSPL

I hereby certify these minutes are correct.

