

**Radium Hot Springs Public Library
Board Meeting Minutes
May 18, 2021**

1. Call to Order: The Chair called the meeting to order at 4:06 p.m.

2. Members Present via Zoom: Jacqueline Wagner, Sandy Eason, Linda Maurer, Anne Jardine, Mike Grey, Jill Logan and Jen Tagg.

Guest: Michael Murphy

Members Absent: Abigail Kokolski

3. Review Agenda: The agenda was reviewed.

M/S that the agenda be adopted. Carried.

4. Approval of April 20, 2021 Meeting Minutes

M/S that the April 20, 2021 Meeting Minutes be approved. Carried.

5. Reports

a) Library Director's Report

- Today (May 18th) the library re-opened to the public with a few new modifications (15 min. visits, patrons encouraged to use the patio).
- No programs offered over the long weekend to minimize library traffic.
- Grab and Go program and Curbside pickup will continue to happen as it currently provides the safest and the most reasonable option for staff and patrons.
- Jan is prepping for a modified Summer Reading Club.
- Spring Fundraiser (*Come Grow With Us*)- \$110 of plant sales thus far.
- Annual Stats Survey- Jackie received an extension to complete it as the deadline was May 15th.
- Annual Report to the community: Jackie used more graphics/visuals to outline 2020
- Jackie spoke via Zoom to a large crowd (approx. 300) at the B.C. Library Association Annual Conference. Her presentation discussed a small library and staff mental health experience during Covid.

b) Financial Report

- Reviewed items that were deposited and paid in May. Reviewed the cheque register and donor list.

M/S that the May 2021 Financial Statements be adopted. Carried.

c) KLF Report

- Jackie put her name forward to serve as Vice Chair on the KLF Board. She wants to learn more about the KLF and speak on behalf of small libraries.
- Wage survey will be available in the future as well as KLF position on programming, loanable items, and policy for lending items.

6. Unfinished Business

- a) Strategic Plan Review: moved to June meeting agenda.

7. New Business

a) Financial Statements- Michael Murphy

- Library Audit-revealed no errors. The Audit findings did explore the COVID 19 impact, grant and government transfer revenue and fraud-risk related to revenue.

M/S that the 2020 Library Auditor Report be adopted. Carried.

b) Library Budget to present to the Village

- Linda and Jackie met to review budget revisions.
- Budget revisions were shared and discussed.

M/S that the 2021 RHSPL Revised Library Budget be adopted. Carried.

8. Policies:

- a) N/A

9. Correspondence:

- a) N/A

10. Perpetual Calendar:

a) Discussed a few ideas for Book Sales (setting up books and a donation box at local motels, selling books in front of the coffee shop and offering virtual sales through monthly newsletter link).

11. Date of Next Meeting: June 15, 2021, at 4pm.

13. Adjournment: The meeting was adjourned at 4:57pm

Sandra-Lynn Eason

Jacqueline Wagner

Chair, RHSPL Board

Library Director, RHSPL

I hereby certify these minutes are correct.