

Radium Hot Springs Public Library Board Meeting Minutes

November 17, 2020

1. Call to Order: The Chair called the meeting to order.

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

Guests: Jen Tagg, Linda Maurer and Anne Jardine.

3. Review Agenda: The agenda was reviewed.

M/S that the agenda be adopted. Carried.

4. Approval of October Minutes

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

5. Introductions

- Guests introduced themselves and expressed why they are interested in joining the board.
- Board members were introduced.

6. Reports

a) Library Director's Report

- Vacancy/no vacancy system for building entry to regulate occupancy flow.
- New plexiglass installed – found a cheaper model than the one previously quoted.
- Mask signage has increased in accordance with provincial recommendation.
- RDEK operational grant request submitted.
- Village request to be submitted shortly.
- CBT Community Initiatives grant to be submitted in January 2021.

To Do: Jackie and Sheila to submit Village grant request.

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 October. Carried.

c) KLF/ABCPLD Report

- KLF LDAG and ABCPLD are still holding frequent meetings.

- KLF looking into consortium options for staff benefits.

6. Unfinished Business

a) N/A

7. New Business

a) Board Evaluation

- The board evaluation was reviewed by the group.
- The board would like to increase their knowledge of the BC Library Act and increase their involvement with the BCLTA.

To Do: Jackie to send out a copy of the BC Library Act to the board.

To Do: Board chair email set up to receive BCLTA information.

b) Endowment Fund 2020 Contribution

- Discussion about annual Endowment Fund contribution.
- Difficult year – reduced fundraising.

Decision: There has not been enough fundraising this year to designate funds.

c) Review Donor List and Prepare for Annual Report for 2020.

- Donations for the year discussed.

To Do: Sheila and Jackie to write Annual Report in the New Year.

Decision: No December board meeting will be held.

*** M/S to approve the 2020 Budget was made via email on November 13th. Carried.**

8. Policies: Final policy review complete.

9. Correspondence: No correspondence to discuss.

10. Perpetual Calendar: Calendar was reviewed for upcoming items to focus on in the New Year.

11. Date of Next Meeting: January 19, 4:00 p.m.

13. Adjournment: The meeting was adjourned at 5:30pm

Sheila Leman

Chair, RHSPL Board

Jacqueline Wagner

Library Director, RHSPL

I hereby certify these minutes are correct.