

Fort Nelson Public Library

October 19, 2020

MINUTES

1. Call to order: 4:48
2. Members and guests present:
 - Present: Aleta, Danika, Flora, Linda, Sheila, Shirley, Teresa, Yvette
 - Regrets: Lorraine
3. Review and approve minutes from September 2020.
 - Motion to accept minutes as is:
 - Approved by Flora, Seconded by Yvette
4. Items to be added to the agenda:
 - 8.3 Archives
5. Consent to agenda: Librarian Report, Treasurer's report, correspondence that does not require a written response – questions, highlights, concerns. NELF report. Approval of agenda
 - Operating Account Savings total: \$94,986.00
 - Motion to approve:
 - Approved by Linda, Seconded by Aleta
6. In Camera Session - NONE
7. Unfinished Business:
 - 7.1 Renovation project update
 - Signage
 - Delayed due to Covid-19; Danika will continue to work with our local Fort Nelson First Nations.
 - Additional projects for discussion:
 - Inter-library loans:
 - Board directed Danika to get a quote for a customized counter that will be used for interlibrary loans.
 - Flooring and Painting upstairs after repairs by landlord:
 - Board has determined that the board will send out a letter addressing these issues to the NRRM.
 - 7.2 Custodial contract - draft contract circulated
 - Discussion and suggestions followed reviewing the custodial contract; the board directed that Danika proceeds with the tender request and advertisements after a few revisions.
 - 7.3 Policy Updates:
 - Banked time:
 - Board is not ready to address this issue.
 - Vaping – TABLED
 - 7.4 Security Camera's – TABLED
 - 7.5 Christmas closure days

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- Board decided the library's holiday hours; the library will be closed December 24 – 27 and will be open limited hours on the 28 – 31, 10:00 AM – 3:00 PM.
- Approved by Flora, Seconded by Teresa

7.6 Response to Covid-19

- Opening hours:
 - Board decided that the library will reopen on Sundays starting the second week of November.
- Moving computers:
 - Board asked Danika to keep them updated on this process.

7.7 Evaluation – committee for evaluation of Library Director:

- Yvette and Flora agreed to do evaluations for library Director.

8. New business:

8.1 Scotia Banking:

- Board decided that the treasurer would be doing an update to Library's bank accounts.

8.2 2021 Budget

- Sheila and Teresa are currently working on next year's budget and will have a draft ready for November meeting.

8.3 Archives

- Board would like an acknowledgement and appreciation sent out regarding Silvia Bramhill's volunteer help with our Archives. Also, asked that board appreciation be forwarded to Everly.

9. Next meeting – November 16, 2020

Motion to adjourn:

- Motion to approve:
 - Approved by Yvette, Seconded by Flora

Adjourned: 6:08