



MINUTES

Board Meeting Teleconference

May 19 2016

7:00 pm

Present: Sherry Murphy, Amanda White (TaPL); Flora Clarke (FNPL); Ana Peasgood and Sara Hoehn (ChPL); Courtenay Johnston and Cindy Blayney (PCPL); Katherine Anderson, Manager.

Regrets: Jenny Pullen (FSJPL); Paula Coutts (TRPL); Sylvia Bramhill (FNPL)

Absent: Jerrilyn Schembri (TRPL); Kerry France (FSJPL); Amber Norton and Margie Viers (HHPL)

Call to Order 7:03 pm

1. Motion to approve the agenda. F. Clark/ A. White. Carried.
2. Motion to approve the Consent Agenda. F. Clark/ A White. Carried.
 - a. Approval of Minutes – April 19, 2015 AGM minutes and October 14 2015 notes, attached.
 - b. Report from Chair – Flora Clark; challenging year without a full executive, encourage board members to fill a position.
 - c. Activity Report – Katherine Anderson, attached.
3. Financial Reports – Katherine Anderson, Manager
 - i. Motion to adopt the 2016 Year-to-date Financial Report. A White/C. Blayney. Carried.
 - ii. Motion to amend the 2016 budget: remove Book Club Sets Revenue of \$4,500; reduce Book Club Sets Expense to \$1,500; increase Strategic Planning expense to \$10,000. F. Clark/A. White. Carried.
4. Election of executive
 - a. Flora Clark acclaimed to the position of Chairperson
 - b. Sara Hoehn acclaimed to the position of Vice Chairperson
 - c. Amanda White acclaimed to the position of Treasurer
5. Business Arising from Minutes
 - a. Policy Manual – Reserve Fund Policy – adopted by electronic vote; information only



North East Library Federation

- b. Motion to change Bank Signing Authority. F. Clark/C. Blayney. Carried.
 - i. Remove Dave Luenenberg
 - ii. Add Amanda White
 - c. Governance review – Committee struck to review governance structure (consider LDs as board alternates, increased authority of executive). Committee members: Sherry Murphy, Sara Hoehn, Courtenay Johnston, Flora Clark, Katherine Anderson. Recommendations to be put forward no later than mid-August, with the required 30 day notice of motion to amend the agreement.
6. New Business
- a. 2016 budget - see 3.ii.
 - b. Strategic Plan – September 17, 2016 in-person planning session. Next steps; library team and community surveys; interviews (Ben Hyman to conduct); environmental scan.
7. Library Showcase
- a. Taylor – undergoing massive weeding to make space for meeting/programming room; gearing up for Summer Reading Club; Schools recently held Meet the Author – copies of student books for the library.
 - b. Pouce Coupe – reporting completed; annual fundraiser Wine for Books recently held.
 - c. Chetwynd – finishing up programming for the season (8-12 programs/week); conducting inventory this summer (have received the 2 inventory kits) with assistance from student funded by Canada Summer Jobs; annual yard sale fundraiser recently held; undergoing facilities review
 - d. Fort Nelson – Joan Davidson retired April 20th; Fiona Bruce (from Windsor ON) new library director to start June 1st; weeding continues; Sylvia Bramhill heading Fort Nelson History Project with Seniors with support of student funded by Young Canada Works: Seniors’ interviews, photo archives; gearing up for Summer Reading Club; Teen Night and Lego Night programs continue to be popular.
8. Next Meeting: Weekend of September 17, 2016; location Fort St. John
9. Adjourn 745 pm.