

**Minutes of the Annual General Meeting of the
North East Library Federation
held on Monday, November 21 2022 beginning at 7:00 p.m. (MST) via video conference**

Present: Flora Clark (Fort Nelson Public Library), Chairperson
Amanda White (Taylor Public Library), Treasurer
Debbie Hoza (Fort St John Public Library)
Ruby Freeman (Pouce Coupe Public Library)
Kelly Wilson (Chetwynd Public Library)
Thomas Knutson (NELF Director; Board Secretary)

Also in Attendance:
Matthew Rankin (Fort St John Public Library)
Courtenay Cryne (Library Director, Pouce Coupe Public Library)

The Chairperson called the meeting to order at 7:19 p.m.

1. Approval of Agenda

Moved by: Amanda White
Seconded by: Flora Clark

“That the agenda be approved as distributed.”

Carried

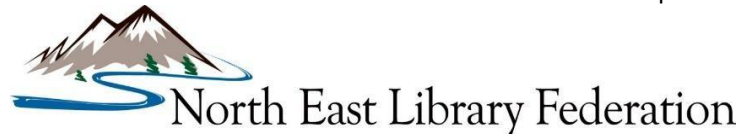
2. Consent Agenda

- a. Approval of the Minutes from May 5, 2022**
There were no changes or corrections to the minutes of May 5, 2022.
- b. Director’s Activity Report, November April -October 2022**
There were no questions for the director.
- c. Chairperson’s Report**
The Chairperson had nothing to report. There were no questions.

Moved by: Ruby Freeman
Seconded by: Flora Clark

“That the Consent Agenda be approved as presented.”

Carried



3. Third Quarter Financials

The director went through the Income Statement and Balance Sheet to September 30, 2022. There were no questions.

Moved by: Kelly Wilson

Seconded by: Amanda White

“That the third quarter financials be approved as distributed.”

4. Draft 2023 Budget

The director went through the draft 2023 budget, noting the incorporation of revenue and expenses related to the Covid Relief and Recovery Grant.

Moved by: Flora Clark

Seconded by: Debbie Hoza

“That the 2023 budget be approved.”

Carried

\$7000 from the 2022 Conference Attendance line remains unspent as of November 21, 2022. The Library Directors Advisory Group recommended to the board that these funds be reallocated to 2023 for conference attendance and the OverDrive Advantage collection.

Moved by: Flora Clark

Seconded by: Debbie Hoza

“That the remaining funds in the Conference Attendance budget as of November 30, 2022, be reallocated to the 2023 Conference Attendance budget and the 2023 OverDrive Advantage collection, the percentages to be determined by the Library Directors Advisory Group at a special meeting in December 2022.”

Carried

5. Around the Federation – Updates and Notes of Events from Member Libraries

Board members and library directors highlighted activities from their libraries.

6. Next Meeting

The next meeting is at the call of the Chairperson, and is expected to coincide with the strategic planning session in the spring of 2023.

7. Adjournment

Flora Clark moved adjournment at 7:52 p.m.