

Rossland Public Library Association

Board of Trustees

8 July 2020

Attending in person: Jeff Ross; Jacqui Dawes; Roberta Post; Richard Kemick; Michael Ramsey; Eileen Daniel; Abigail Steel; Director Beverley Rintoul; City of Rossland rep Dirk Lewis. Attending virtually: Catherine Spence; Francine Weigeldt.

1. Call to Order by Ross - 7:03pm

2. Additions to agenda -

8.3 - Canada Summer Jobs

8.4 - Book return

8.5 - waiving fines

8.6 - August hours

3. Approval of Minutes from June Board Meeting

Motion to approve the minutes from the June Board meeting: Ramsey / Steel Carried.

4. Business Arising from Minutes Discussion

4.1 Lease renewal - oral report from Ramsey

- working with Bryan Teasdale the City of Rossland CAO.

- hoping it will be ready in August

4.2 Personnel Policy renewal - Spence and Ramsey have done some work but it was decided by the board to broaden the scope.

The COVID related statement below and been added to the Code of Conduct and Ethics:  
“Patrons, contractors, volunteers, and all other members of the public are not permitted to enter the library if they have COVID-19-like symptoms such as a sore throat, fever, sneezing, or coughing. If any person begins exhibiting such symptoms while in the library, they must leave immediately. Patrons who have had COVID-19-like symptoms, have travelled internationally, or live in the same household as someone with a confirmed or clinical case of COVID-19 must stay away from the library for at least 14 days.”

Motion to approve the amended Code of Conduct and Ethics: Spence / Steel Carried.

5. Consent Agenda

Containing reports from the Chair, the Director and balance sheet and profit and loss downloaded from Quickbooks

Motion to accept the consent agenda: Ross / Dawes Carried

6. New Business and Correspondence

6.1 Signing officers

Motion: that the signing officers be any two of Roberta Post, Jeff Ross, Jacqueline Dawes and Beverley Rintoul and that Christa Ford, Lauren Roach and Alan Stanley shall be removed as signing officers on the Rossland Public Library’s accounts at the Nelson and District Credit Union. Ross / Kemick CARRIED

6.2 Motion: to transfer funds from the Library Renewal NDCU Account to the General Operating Account in the amount equal to the cost to upgrade the library lighting. Ross / Post CARRIED

6.3 Policy Review

- A.4 Motion to accept as amended: Ford / Spence Carried
- Appendix B: Motion to accept as amended Ford / Reardon Carried
- Appendix E: Accepted as stands. Note the date of review. Carried
- B.1 Motion to accept as amended: Ford / Larsen Carried
- B.7 Motion to accept as amended: Ford / Ross Carried

7. Updates from partners:

Museum not in attendance

Lewis reports the City will be resuming in-person public meetings as of Monday, 13 July. A process for funding community groups is being worked on.

8. Questions and general discussion:

8.1 Staff relations: monthly staff meetings will include the latest financials and notes from the latest board meeting. The budget will be presented at the staff meeting following its approval.

8.2 Review the strategic plan and workplace for July - December 2020

Strategic Focus Area	Task	Responsible
Inspire the Curious	Evaluate Fall 2020 Programming	Bev - Staff
Inspire the Curious	Collection Development and Assessment Policy	Jeff
Inspire the Curious	Evaluate shelving and display	PR Committee / staff

Organizational Strength	Board Training	All
Organizational Strength	Monthly Policy Review	Catherine, Jacqui
Organizational Strength	Personnel Policy Renewal	Mike, Catherine, Jeff, Jacqui
Technology	Spending Plan for Provincial Grant	Bev – Staff
Sharing and Collaboration	Evaluate and Document ILL Workflow	Bev – Staff (Gill and Sabine)
Welcoming Spaces	Spending Plan for Remainder of Library Renewal Funds	Maintenance Committee
Welcoming Spaces	Implement Artwork Policy	Richard, Penny

8.3 Canada Summer Jobs - Spence raised a concern from the community that the library has a responsibility to give a student a job. Rintoul explained the reasoning behind declining the grant.

8.4 Book return and 8.5 waiving fines - the community is anxious to have the book return open 24/7. Staff will work toward this. Fines insured between 17 March, when the library closed and when the book return is open 24/7 will be waived.

8.6 August hours - Rintoul asked that the library be closed Saturdays in August, based on the lack of use on Saturdays since reopening. The board is happy with that.

9. Board meeting schedule - tentative, to be approved a month in advance.

Date	Time
Wednesday, September 9, 2020	7pm
Wednesday, October 14, 2020	7pm

Wednesday, November 18, 2020	7pm
Wednesday, December 9, 2020	7pm

10 Regular meeting adjourned: 8:15pm

11 In camera session adjourned: 9:11pm

Minutes approved: \_\_\_\_\_