



Rossland Public Library Board Meeting Minutes

June 9th, 2021

7:00pm

Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Richard Kemick

Attendees: Richard Kemick, Catherine Spence, Roberta Post, Eileen Daniel, Mike Ramsay, Abigail Steele, Francine Weigeldt, Maureen Brown, Stacey Boden.

Regrets: Jeff Ross, Terry Miller

- I. Call to order: 7:03pm
- II. Territorial Acknowledgment - Francine
Read a quote from Five Little Indians by Michelle Good.
Richard will provide the acknowledgment for the next meeting.
- III. Approval of Agenda
Motion to approve. M/S: Richard/Francine.
- IV. Approval of minutes from last meeting.
Motion to approve. M/S: Richard/Catherine.
- V. Approval of Consent Agenda.
Motion to approve. M/S: Richard/Abigail.
- VI. Summary of Operations from Director:
 - Stacey discussed various partnerships with the KLF, other libraries, CBAL (Columbia Basin Alliance for Literacy), CBT (Columbia Basin Trust) and more.
 - The interviews for the new Programmer are going well with many qualified applicants. Choice to hire a Programmer vs a Resource Librarian were to fill a need in the community/library. We already have a wonderful community of 0-5 built up who love Lynn (as well as our Junior Book Club participants through the schools) and want to reach Seniors/Young Adults, etc.
 - Iona Wishaw visit was a great success. Looking forward to more Author visits. (Hopefully in person!)

- Mike asked for statistics to be included in future Director Reports.
- Stacey will send Profit/Loss reports out with other agenda items.

VII. Updates from partners

a. Rossland Museum and Discovery Centre

Maureen Brown presented on the Rossland Museum.

- Speaker series will feature an Environmental Speaker and be in person. June 23rd at 6:30pm.
- Previous speaker series' are available through the Museum website.
- June is Indigenous History Month.
- The Prestige is featuring a Rossland Fires Exhibit.

VIII. Policy Review

a. Collection Development Policy

The Collection Development Policy is more or less complete. Other libraries were consulted and there was some help from Mike in terms of developing the policy.

- The sections will be numbers to allow for ease of reading/referencing.
- Library of Things/Additional Materials will be added to reflect complete collection.
- Catherine asked about the suggestions portion and including a section saying "anyone who makes a suggestion will be contact". Stacey is going to look into how to make this easier and why most libraries do not include this in their policies.
- Once revisions are made Stacey will email to board for virtual vote to accept.

b. Employee Handbook

Stacey asked employees where their Handbook was as some new employees will be coming on (Summer Students and Programmer) and there wasn't one. She consulted with other libraries and the KLF lawyer and was given a template and must haves.

- Staff were given an opportunity to look over the handbook to see if any information was unclear or missing and grammatical errors were changed.
 - A few more grammatical errors and those will be fixed.
- Motion to accept Employee Handbook. M/S: Richard/Abigail.

IX. New Business

a. Bibliocommons

Stacey demonstrated the differences between the Sitka Evergreen Patron Search Catalog and the Bibliocommons Discovery Layer. The ease of access for patrons and accessibility as well as allowing patrons to interact more fully with the catalog, staff and other patrons would align with the Strategic Plan to provide inspiring technology and welcoming virtual spaces.

- The Coop quoted Bibliocommons at an annual fee of \$2000 before tax. Unclear on whether that is a monthly, or one-time fee for the year.

Discussion about if budget can accommodate the fee for Bibliocommons or if there is still money in the technology grant? (Finance Committee).

Motion put forward to go ahead with Bibliocommons. M/S: Mike/Eileen.

b. Grant Advance

Stacey explained the advantages of the software Grant Advance, a grant searching software program recommended by the Creston Library Director. The information received is that the money received from grants more than paid for the cost of the software and that more grants were readily available thanks to the national, provincial and regional search capabilities.

- Grant Advance is approximately \$2000 annually.

- No decisions needed to be made now, the purpose of the discussion was just to make the Board aware of potential grant finding opportunities.

c. Annual Charity Return

The Annual Charity Return is due on June 30th. Everything is complete except for Stacey needing the mailing addresses of each Board member.

The Board agreed to send their information and the Return will be mailed out ASAP.

The SOFI, Provincial Grant Report, and Annual Survey were all submitted on time.

d. Permissive Tax Exemption - City of Rossland

An email was sent from the City advising Rossland residents that they could apply for the Permissive Tax Exemption. Stacey received clarification that she should apply and will do so before the July deadline.

e. Extra money for Collection?

Stacey asked the Board if there is additional money available for collection development purposes.

She will provide a report on what various price points would do to enhance the Collection.

There are also grant opportunities and fundraising methods that could help with Collection Development as well.

The Board will review the Profit/Loss reports and be able to decide in the future.

f. Francine - Reconciliation and Relationship Building

Francine discussed her meeting and the call to action. She will be reading *21 Things You Should Know About the Indian Act* which is on order for the Rossland Public Library.

X. Confirm next meeting date: September 8th, 2021 at 7:00pm

XI. Adjournment

Motion to adjourn. M/S: Richard/Mike.

Meeting adjourned at 8:24pm.

XII. In camera