

# *Rossland Public Library Board*

## *Meeting Minutes*

January 12<sup>th</sup>, 2022

7:00pm

Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Richard Kemick

Attendees: Richard Kemick, Catherine Spence, Eileen Daniel, Jeff Ross, Mike Ramsey, Francine Weigeldt, Terry Miller, Stacey Boden.

Regrets: Abigail Steele

- I. Call to order (1 minute) : 7:01pm
- II. Territorial Acknowledgement (5 minutes) – Francine Weigeldt.  
Read the back cover of *Permanent Astonishment* by Tomson Highway.

Next territorial acknowledgment by Catherine Spence.

- III. Approval of Agenda (2 minutes) :  
Motion to Approve:  
M/S: Richard/Eileen
- IV. Approval of Minutes from Last Meeting (2 minutes)  
Motion to Approve:  
M/S: Richard/Catherine
- V. Consent Agenda (2 minutes)  
Motion to Approve:  
M/S: Catherine/Richard
  - a. Director's Report
  - b. Executive Report
  - c. Quickbooks Balance Sheet and Profit & Loss Report
  - d. Budget Comparison
- VI. Summary of Operations from Director (10 minutes)  
Opportunity for feedback.

Questions about 5 paid sick days for all staff meeting with KLF lawyer. Opportunity for Library Director's to receive clarification and ask questions.

Francine planning to attend the BCLTA Advocacy from the Hearts session on March 15<sup>th</sup> and will report back.

VII. Updates from partners (10 minutes)

a. City of Rossland (5 minutes) – Terry Miller.

Update on Winter Carnival events. No spectator events but there will be plenty of fun for Rossland residents and visitors.

Update on council meeting from Monday, January 10<sup>th</sup>. No changes worth noting for the Library.

b. Rossland Museum and Discovery Centre (5 minutes) – Mike Ramsey.

Museum is having it's first meeting on the 25<sup>th</sup> and Mike will update the Library Board at the next meeting.

VIII. New Business (21 Minutes)

a. Strategic Planning Update – Stacey (1 minute)

The strategic planning session is set for Tuesday, February 1<sup>st</sup> at 10:00am.

b. Budget – Finance Committee (15 minutes)

Discussion about various budget items.

Biggest loss was from the copier. Contract includes a cap of pages printed (20,000 B&W pages/5000 colour pages) and once that goes over the Library is charged an overage fee.

Library faced an expected approximate loss of \$13,000.

Book budget is low because typically that is where adjustments can be made. Hopefully throughout the year through fundraising, grants and donations that number will go up.

**When new grants come in the budget can be updated.**

**Motion to Approve Budget for 2022:**

**M/S: Mike/Jeff**

a. COLA – Budget did not increase enough to account for COLA for 2022.

b. Library Renewal – Transfer money from Library Renewal account to regular business account and allocate as bonuses for staff.

Motion to Approve:

M/S: Jeff/Richard

c. Printing and Copying Fees – Richard (5 Minutes)

Due to losses from 2021 discussion about increasing printing fees to offset contract fees.

Proposal to increase B&W Printing to \$.30 and increase Colour Printing to \$.075.

Motion to Approve:

M/S: Jeff/Mike

Director will implement starting Tuesday, January 18<sup>th</sup>, 2022.

a. Trustee Printing

Due to printing overages, proposal to eliminate free printing for trustees.

Motion to Approve:

M/S: Catherine/Richard

d. Books of My Life – Eileen (1 minute)

Reminder that Books of my Life is an ongoing segment submitted to local news.

Eileen is asking for suggestions for who she can interview.

Director to look into our top patrons and ask if they are interested.

e. AGM – Stacey (1 minute)

Asked for clarification about when the AGM will be held.

Scheduled for April 2022.

f. Library Appreciation Party -

Board asked to keep this item on the Agenda to show that it will be happening as soon as PHO regulations allow for gatherings/events and that cases are considered low enough for a celebration to be safe. The Board is very excited to get together with staff to celebrate all of their accomplishments!

IX. Confirm next meeting date: Wednesday, February 9<sup>th</sup>, 2022 at 7:00pm

X. Adjournment

Motion to Adjourn:

M/S: Richard/Eileen

XI. In camera