

TRAIL AND DISTRICT PUBLIC LIBRARY BOARD

Minutes

Regular Open Meeting

Riverfront Centre Multipurpose Room
Wednesday, August 19th, 2020

PRESENT: Joanne Beetstra, Vice Chair
Gilbert Champagne
Win Mott
Elizabeth Thorburn
Maureen Weddell
Sam Murphy, Library Director

REGRETS: Jeff Jones, Chair
Colleen Jones, Council Rep
Lorne Swayze

CALL TO ORDER

Vice-Chair, Joanne Beetstra called the meeting to order at 15:05

ACKNOWLEDGEMENT OF VISITORS

C. Tuai and M. Lunde (SRC Students) will attend to provide an update on this year's SRC

INSERTIONS/DELETIONS TO PROPOSED AGENDA

None

ADOPTION OF AGENDA

Moved by W. Mott, seconded by G. Champagne AND RESOLVED THAT

The Agenda for August 19th, 2020 be adopted as circulated

ADOPTION OF MINUTES

Moved by M. Weddell, seconded by W, Mott AND RESOLVED THAT

The Minutes of the Regular Open Meeting of June 17th, 2020 be adopted as circulated.

LIBRARY DIRECTOR'S UPDATES

S. Murphy's report summarized programming and staffing as well as circulation and library use statistics. In addition, to circulated report, S. Murphy noted:

- there has been an excellent and collaborative response from staff as they implement and fine-tune CoVid requirements. The plan is to open up to pre-CoVid operating hours in September. ABCPLD requested clarification from the BC-CDC regarding quarantine period for loaned materials and learned that there is no actual recommendation. The 72 hours quarantine period will be in effect until further notice.

- Friends of the Library will contribute funding to supplement available grant money to purchase the Book Bike
- with regards to programs offered via Zoom this summer, although registration was good, actual attendance was poor so this format is on hiatus for August and will resume in September

CORRESPONDENCE

None

REVISED BUDGET AS PER CITY OF TRAIL REQUEST

Report describing Library's financial status and budget adjustments for 2020 fiscal year circulated by S. Murphy.

Moved by G. Champagne, seconded by E.Thorburn AND RESOLVED THAT

The revised 2020 Budget reflecting support of municipal efforts to address changing needs as a result of the CoVid-19 pandemic be approved.

THIRD PARTY WAIVER

S. Murphy presented 3rd party waiver developed for users of Riverfront Centre and requested signature on behalf of the Board.

Moved by W. Mott, seconded by G. Champagne AND RESOLVED THAT

The RFC CoVid-19 Assumption of Risk Waiver be received

J. Beetstra signed the waiver on behalf of the Board.

STRATEGIC PLANNING UPDATE

S. Murphy reported that branding process is in progress and hopefully will be complete by September. A draft blueprint developed by Marian Lowe (Consultant) aligning brand with strategic plan was circulated for discussion. Also noted that initial Strategic Plan goal pertaining to Truth and Reconciliation has been incorporated into broader goal of responsiveness to evolving needs of the greater community (Goal 4).

REVIEW OF FIRST NATIONS COLLECTION

S. Murphy described activities currently underway to amalgamate and improve access to the Library's First Nations collection – at this point, primarily an inventory being undertaken by S. King in collaboration with other libraries to identify items in the collections, increase content based on results and cohort to improve accessibility. In addition, noted that efforts are being made to acquire materials meaningful to other cultures within the greater community, for example, via partnering project with the Doukhobor Museum

Discussion arose regarding the need to consult/collaborate with local and regional First Nations peoples to ensure that collection building is done based on what is relevant and meaningful to these groups.

S, Murphy will follow up with S. King to find out what the current process re data collection is. W. Mott will explore contacts within First Nations communities, for example, the Colville Band, for partnering opportunities.

SRC STUDENT PRESENTATION

M. Lunde and C. Tuai gave an excellent presentation that reviewed successes for the summer programming. The in-person programs were the most popular and well attended. Curbside Crafts was also successful. Zoom programming had very few participants. The Board expressed their thanks for the hard work and creativity that went into providing quality programming under CoVid restrictions.

TRUSTEE ORIENTATION AND DEVELOPMENT

J. Beetstra presented results from the Trustee Development Survey. There have been only 5 respondents to date. Of note is the diversity of expertise among our Board members. Responses to the 2nd question on then survey (relative importance of various competencies) can be used to develop a trustee role description but would first like to hear from all Board members. Remaining Board members are urged to complete the survey – J. Beetstra will resend the link.

COMMITTEE REPORTS

Finance

See item “Revised Budget as per City of Trail Request

Policy

Please note that this should be changed to Governance on future agendas. Governance Committee members will meet hopefully before the September Board meeting to establish priorities.

KLF

KLF Board meeting is scheduled for September 26th and will be conducted by Zoom

Personnel

A total of 6 Director evaluations have been received (2 from staff). W. Mott will meet with S. Murphy on August 20th to review results.

CLOSED MEETING

Not required

ADJOURNMENT

Moved by G. Champagne, seconded by M. Weddell that the meeting be adjourned at 1635.

A handwritten signature in black ink, appearing to be the initials 'G.C.' followed by a long horizontal stroke.

