

TRAIL AND DISTRICT PUBLIC LIBRARY BOARD

Minutes

Regular Open Meeting

1505 Bay Avenue, Trail, B.C.
Wednesday, February 19, 2020
3:00 PM

PRESENT: Jeff Jones, Chair
Joanne Beetstra, Vice Chair
Gilbert Champagne (left at 4:45)
Colleen Jones Council Representative
Lorne Swayze
Elizabeth Thorburn
Samantha Murphy, Library Director

REGRETS: Win Mott
Sherri Smith
Maureen Weddell

CALL TO ORDER:

Chair J. Jones called the meeting to order at 3:014 p.m.

ADOPTION OF AGENDA

C. Jones requested that an item regarding Naloxone kits be added to the agenda. It was added as New #9.

J. Beetstra requested that an item regarding Trustee Liability Insurance be added to the agenda. It was added as New #10.

Moved by J. Beetstra, seconded by M. Weddell AND RESOLVED THAT:

The Agenda for the February 19 meeting be adopted as amended.

ELECTIONS

Jeff Jones was elected by acclamation as Chair of the Trail and District Public Library Board.

Joanne Beetstra was elected by acclamation as Vice Chair of the Trail and District Public Library Board.

Gilbert Champagne was elected by acclamation as Treasurer of the Trail and District Public Library Board.

J. Jones indicated that a list of committees would be distributed so Board Members could identify on which Board Committee(s) they would prefer to serve.

ADOPTION OF MINUTES

Moved by C. Jones, seconded by L. Swayze AND RESOLVED THAT:

The Minutes for the Regular Open January 15, 2020 Minutes be adopted as circulated.

LIBRARY DIRECTOR'S UPDATES

- The Library Director's February 2020 report was reviewed by the Board.
Highlights, Personnel, Strategic Planning, 2020 Budget Planning, Children's Programming, Programming for Adults and Circulation and Library Use Statistics for January, 2020 were included.
- Director Murphy discussed the Draft Quarterly Report with the Board.

Moved by G. Champagne, seconded by L. Swayze AND RESOLVED THAT:

The final Quarterly Report for the 2019 Fiscal Year be received, and submitted to the Trail City Council

CORRESPONDENCE

Moved by C. Jones, seconded by J. Beetstra AND RESOLVED THAT:

Correspondence as listed on the Agenda be received.

NALOXONE KITS

C. Jones showed the Board a Naloxone kit. The Board discussed the merit of leading a public awareness and education campaign regarding the kits. The topic is tabled until the Board's next meeting. In the meantime C. Jones will discuss with the Community Task Force.

S. Murphy reported that the Library does have a kit on site. Staff members are not required to administer. A discussion regarding needle disposal units for the bathrooms. Director Murphy reported that this is a conversation with the Staff Health and Safety Committee and that the Board would likely receive a request in this regard in the near future.

TRUSTEE LIABILITY INSURANCE

J. Beetstra reported on her research regarding any requirements relative to Trustee Liability Insurance. She shared a variety of opinions she had found. Section 54 of the Library Act, which addresses protection for Trustees. It was decided that if a Trustee wishes for the Board to purchase additional protection through insurance they could bring the matter forward in the form of a motion.

RIVERFRONT CENTRE FACILITY USE AGREEMENT

Trisha Davison joined the meeting as requested by the Board in the January meeting. She responded to questions that the Board had with regard to the proposed Riverfront Centre Facility Use Agreement. Trisha also reviewed some wording changes she had made in the document as a result of questions asked by the Board. Board members expressed satisfaction with the responses.

Moved by G. Champagne, seconded by C. Jones AND RESOLVED THAT:

The Board Chair be authorized to sign the Riverfront Centre Facility Use Agreement.

TRUSTEE ORIENTATION AND DEVELOPMENT

J. Jones and J. Beetstra will attend the 2020 BCLTA AGM and Forum – April 18, 2020 in Richmond, BC. Director Murphy may also attend the BCLA 2020 Conference April 15-17.

FINANCE

Moved by G. Champagne, seconded by C. Jones AND RESOLVED THAT:

The Financial Statements to December 31, 2019 be received.

POLICY

Moved by C. Jones, seconded by L Swayze AND RESOLVED THAT:

The Draft Freedom of Expression and Use of Library Spaces be received.

ADJOURNMENT

Moved by E. Thorburn that the meeting adjourn.

The meeting adjourned at 4:55 p.m.

March 18 – Strategic Planning Session

On March 18 at 3:00 PM the Board will meet at its regular time – but this will be a strategic planning session. A light dinner will be served. This meeting will be three to four hours.

The next Regular Meeting of the Board will be April 15 at 3:00 PM.



Jeff Jones, Board Chair