

# TRAIL AND DISTRICT PUBLIC LIBRARY BOARD

## Minutes

### Regular Open Meeting

1505 Bay Avenue, Trail, B.C.  
Wednesday, January 15, 2020  
3:00 PM

---

**PRESENT:** Jeff Jones, Chair  
Joanne Beetstra, Vice Chair  
Gilbert Champagne (left at 4:45)  
Colleen Jones Council Representative  
Maureen Weddell  
Samantha Murphy, Library Director

**REGRETS:** Win Mott  
Sherri Smith  
Lorne Swayze  
Elizabeth Thorburn

#### **CALL TO ORDER:**

Chair J. Jones called the meeting to order at 3:07 p.m.

#### **ADOPTION OF AGENDA**

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

The Agenda for the January 15 meeting be adopted as amended.

#### **ADOPTION OF MINUTES**

**Moved by** G. Champagne, seconded by J. Beetstra AND RESOLVED THAT:

The Minutes for the Regular Open November 20, 2019 Minutes as circulated by email be adopted.

#### **LIBRARY DIRECTOR'S UPDATES**

- The Library Director's January 2020 report was reviewed by the Board. Highlights, Upcoming Events, Strategic Planning, Budget Planning, Programming and Services, Children's Programming, Programming for Adults, and statistics were included.
- The Director presented an update on the CBT grant that supports the Strategic Planning Process.
- The Board was advised that a Practicum Student would be working alongside staff, starting in February.
- The Director updated the Board regarding the installation of Acoustic Panels and Computer drops.

## **CORRESPONDENCE**

There was no correspondence

## **RIVERFRONT CENTRE FACILITY USE AGREEMENT**

The Board discussed the Agreement that had been forwarded by the City of Trail to the Library Board for signature. By consensus it was decided to invite Trisha Davison to the February meeting of the Board to respond to the Board's various questions.

## **TRUSTEE ORIENTATION AND DEVELOPMENT**

J. Beetstra reported that there are still two biographies that need to be submitted. The Biographies and a picture of the Board will be placed on the Library website.

M. Wedell inquired regarding liability insurance for the Board and Trustees. This led to a discussion about what insurance we are required to carry. J. Beetstra agreed to inquire with the KLF.

## **FINANCE**

**Moved by** M. Weddell, seconded by G. Champagne AND RESOLVED THAT:

The Financial Statements to November 30 be received.

## **POLICY**

Through consensus it was agreed that J. Beetstra and S. Murphy will prepare a draft policy regarding Intellectual Freedom and use of the Riverfront Centre library facilities.

## **PERSONNEL**

The Personnel Committee was advised that the annual review for the Library Director would need to occur and be completed this spring.

## **KLF**

The British Columbia Library Trustees Association AGM and Forum will take place in Richmond on April 18.

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

The Library Board approve funding and resources to send two Trustees to the British Columbia Library Trustees Association 2020 AGM and Forum in Richmond, BC.

S. Murphy was asked to book hotel accommodations for two Trustees to attend.

## **ADJOURNMENT**

**Moved by** M. Weddell that the meeting adjourn.

The meeting adjourned at 4:55 p.m.