

Minutes of the Powell River Public Library Board meeting held remotely via Microsoft Teams at 3:02 pm.

Trustees Present:

R. Wiebe, Chair
C. Brander
A. Hunter
J. Jenkins
C. Smith
S. Smith
A. Zaikow

Trustees Absent:

R. Southcott
P. Treavor

Also Present: **R. Burbank, Chief Librarian, Brian Szabo, BDO Inc., Members of CUPE 798**

1. Territorial acknowledgement offered by the Chair.
2. **Adoption of Agenda:** Moved and seconded that the agenda for the May 9th, 2022 meeting be adopted.
CARRIED
3. **Consent Agenda:** Moved and seconded that the Board adopt the consent agenda.
CARRIED
 - a) **Board Meeting Minutes March 14th, 2022**
 - b) **Financial Reports ending April 30, 2022**
 - c) **Performance Measures, March and April 2022**
 - d) **Events and Programs, March and April 2022**
4. **New Business**
 - a) **Draft 2021 Financial Statement prepared by BDO Canada LLP - Brian Szabo**

Moved and seconded that the draft 2021 Financial Statement be approved as prepared and presented by BDO Canada LLP.

CARRIED

Brian Szabo presented the work completed by BDO Inc., the draft financial statement was presented as a written report. Procedure included audit of journal entries which is an area of risk in organizations like the library which are primarily operated in a grant based environment. Nothing indicating fraud was identified in the journal entries audited by BDO Inc. The

management letter includes several recommendations which have been addressed in the current and previous year.

b) Statement of Financial Information 2021 – R. Burbank

Moved and seconded that the 2021 Statement of Financial Information (SOFI) be approved as presented.

CARRIED

The Chief Librarian presented the written statement prepared by the Office Services Administrator. This financial statement is compiled in accordance with the Financial Information Act.

c) Board Meeting In-Person

Notice that the Board will return to in-person meetings unless remote access is required starting in June, 2022.

Library Policy on Board Meetings requires that meetings be open to the Public. During the public health emergency of the COVID-19 pandemic, the Board has met in a virtual format. In person meetings provide a greater level of transparency and engagement with the Board and should be preferred where possible. The Board policy allows for teleconference meetings where needed.

Discussion around the ability to provide mixed format meeting for Trustees who prefer a virtual meeting, the Chief Librarian noted the technical challenges to this. Request for a larger meeting room to provide space for in person sessions.

d) Union of BC Municipalities (UBCM) Resolution Request Support – R. Burbank

Moved and seconded that the City of Powell River and the qathet Regional District be requested to submit the following resolution to the 2022 UBCM Convention and that the resolution also be sent to the Hon. Nicholas Simons MLA for Powell River-Sunshine Coast: WHEREAS libraries in British Columbia are largely financed by levies paid by local governments, and where provincial library funding has remained stagnant for the past 10 years;

AND WHEREAS public libraries are central to communities, providing equitable access to vital resources including Internet, computers, digital tools and in-person services from expert staff;

AND WHEREAS public libraries provide British Columbians with low-barrier services that support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

THEREFORE BE IT RESOLVED that the [City Powell River / qathet Regional District] urge the Government of British Columbia to provide long-term sustainable funding for public libraries in BC:

AND BE IT FURTHER RESOLVED that the Province ensure that BC Libraries will henceforth receive regular increases to Provincial Government funding in subsequent years.

Chief Librarian to prepare letters for the Chair's signature and send to both City of Powell River and qathet Regional District to request their support at UBCM in securing ongoing and increased Provincial funding.

5. Correspondence

3:37

- a) Letter from Hegus John Hackett, Support for Library Name Change, dated April 8, 2022.

Moved and seconded that an ad hoc committee consisting of Amanda Zaikow, Julie Jenkins, Chloe Smith and Selina Smith be appointed to draft a letter for the Board's consideration to respond to the request from Hegus John Hackett.

CARRIED

Rebecca Burbank provided context, including information about other government commitments to Truth and Reconciliation and United Nations Declaration on the Rights of Indigenous Peoples. Also noted was the position statement from the Canadian Federation of Library Association, Library & Literacy Services for Indigenous (First Nations, Metis & Inuit) Peoples of Canada Position Statement.

6. Reports

a) Chief Librarian's Report – Rebecca Burbank

Presented written report regarding operations in March and April. Highlights included increased program activity in the library. Increases noted in the monthly financial statements include operational revenue.

b) Report from the Policy Committee – Julie Jenkins

Moved and seconded that the Board approve the following new or revised policies as written:

- **Role of the Chief Librarian**
- **Board Meetings**
- **Committees**
- **STAFF- Workplace Health & Safety**

- **Closing the Library**

CARRIED

Discussed portions of the policies presented which the Committee worked through, namely differentiation between operations and governance and facilitation of public access to Board meetings.

3:47

7. Old Business - NONE

8. Questions from the Public - NONE

Meeting Adjourned

3:49 pm

Date of Next Regular Meeting: Monday, June 13th, 2022 at 3:00 pm.

Prepared by: Rebecca Burbank, Chief Librarian