

Minutes of the Powell River Public Library Board meeting held in the First Credit Union Community Room, Public Library, 100-6975 Alberni St. at 4:02 pm.

**Trustees Present:**

**Earl Almeida**  
**Amanda Zaikow, Chair**  
**Myta Blacklaws**  
**Clay Brander**  
**Lauren Diemer**  
**Trina Isakson**  
**Amanda Price (arrived 4:05)**  
**Selina Smith**  
**Paddy Treavor**

**Trustees Absent:**

**Rod Wiebe**

**Also Present: R. Burbank, Chief Librarian**

Territorial acknowledgement offered by the Chair.

1. **Adoption of Agenda:** Moved and seconded that the agenda for the February 13, 2023 meeting be adopted with one addition.
  - **New Business b) Powell River Community Forest Grant Application**
  - **New Business c) Staff and Board get together**

**CARRIED**

**4:03**

2. **Consent Agenda:** Moved and seconded that the Board adopt the consent agenda. **4:05**  
**CARRIED (discussion returned to this items, voted on at 4:39)**

- a) Board Meeting Minutes, January 16, 2023
- b) Income statement and cash flow statement to January 31, 2023
- c) Performance Measures, January 2023

Reporting includes public computer sessions during the month.

- d) Events and Programs, January 2023

**3. Correspondence - NONE**

**4. Reports**

**a) Policy Committee – Lauren Diemer**

Policy Committee met January 31, 2023. Highlights include electing Lauren Diemer to be Chair of Policy Committee, review and discussion of the following: code of conduct, bullying and harassment and respectful workplace policy, trustee appointment process.

**b) Chief Librarian’s Report – Rebecca Burbank**

Presented on January activities, projects and news for information.

Overview of the Accessible BC Act, next steps to be brought in March with a more detailed report. Committee required will involve library staff. Preliminary assessment of physical space being completed with Provincial grant funding from 2022.

Overview of the applicable changes to the Freedom of Information and Protection of Privacy Act. Detailed report anticipated in March.

**c) Public Library Grant Report – R. Burbank**

Presented for approval prior to submission to the Province as required by the grant letter. Funding allocated to the library from the province included annual funding as well as a one-time Covid Relief and Recovery Grant.

While funding is largely used for operations across the budget, there were special projects made possible by the one-time funding. These included facilities upgrades related to back up power for critical infrastructure, water bottle filling station, assessment of accessibility gaps, device charging stations and enhanced benefits for staff.

**Moved and seconded to approve the 2022 Public Library Grant Report as presented. 4:37**

**CARRIED**

**5. New Business**

**a) Strategic plan – accomplishments and gaps – R. Burbank**

Written update presented for information. Discussion around the work to date on the Service Agreement with the Tla’amin Nation.

**b) Powell River Community Forest Grant Application – R. Burbank**

Grant application brought forward to provide upgrades to the exterior windows in the library. Adding a UV tint will reduce the solar gain, reducing both the fading of furnishing and materials as well as reducing HVAC needs on sunny days. Vendor is ready to complete project when funding is approved. Projected cost is \$12,750, grant application requests full funding.

**Moved and seconded that the grant application to the Powell River Community Forest for \$12,750 in funding for UV tinting windows be approved.**

**CARRIED**

**5:03**

**c) Staff and Board get together – Myta Blacklaws**

Interest expressed in having an event where the Board and staff could meet and get to know one another. Lunch at the end of March during carpet renovation proposed by management. Opportunity for most staff to attend.

**6. Old Business – NONE**

**7. Questions from the Public – NONE**

**Meeting Adjourned**

**5:10 pm**

**Date of Next Regular Meeting: Monday, March 13<sup>th</sup>, 2023 at 4:00 pm.**

**Prepared by: Rebecca Burbank, Chief Librarian**