

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
Myta Blacklaws
Lauren Diemer
Amanda Price (arrived 4:05)
Paddy Treavor
Rod Wiebe, Chair

Trustees Absent:

Clay Brander
Selina Smith
Amanda Zaikow

Also Present:

R. Burbank, Chief Librarian

Territorial acknowledgement offered by the Chair.

- 1. Adoption of Agenda:** Moved and seconded that the agenda for the March 13, 2023 meeting be adopted with two edits. That the following items of New Business be renumbered as follows:

- **c) Reserve funds, transfer to Capital Asset Reserve**
- **d) Regular meeting November date change**

CARRIED

4:02

- 2. Consent Agenda:** Moved and seconded that the Board adopt the consent agenda.

4:12

CARRIED

Discussion of financial statements.

- a) Board Meeting Minutes, February 13, 2023
- b) Income statement and cash flow statement to February 28, 2023
- c) Performance Measures, February 2023
- d) Events and Programs, February 2023

- 3. Correspondence - NONE**

- 4. Reports**

a) Policy Committee – Lauren Diemer

Verbal report on the Policy Committee meeting January 31, 2023 and February 20, 2023.

Highlights include review and discussion of the following: code of conduct, bullying and harassment and respectful workplace policy, trustee appointment process.

Discussion of trustee appointment process and code of conduct.

a) Finance Committee – Amanda Price

Verbal report on the Finance Committee meeting February 13th. Highlights included discussion of the 2022 donation, investing the reserves, contractual proposal considered for work to be done on privacy management plan and related work, capital asset reserve, Amanda Price elected to the role of Chair and consideration of contracting the work of Board minutes.

b) Chief Librarian’s Report – Rebecca Burbank

Written report presented on February activities, projects, news and safety for information.

Discussion of major medical incidents involving the public and overdose, Friends of the Library projects and grants and carpet renovation project.

5. New Business

a) Accessible British Columbia Act – Rebecca Burbank

Written report presented for information. Requirements for public libraries under the Accessible British Columbia Act include the need for a committee to be formed, a feedback mechanism and a plan that will all work to facilitate the reduction of barriers to accessing library services experienced by people with disabilities. Resources required including funding to complete this work are not fully known.

b) Provincial funding announcement –Rebecca Burbank

Provincial budget includes an additional \$45 million for public libraries, to be spent over three years. The funding requirements, schedule and amounts for individual libraries are not yet known. Presented verbally for information.

c) Reserve funds, transfer to Capital Asset Reserve– Amanda Price

Capital asset reserve is maintained to fund the necessary capital upgrades of furnishings and fixtures. Shifting available funds to the Capital Asset Reserve will reduce the annual local

grant requests which have included funding for this reserve.

Moved and seconded to transfer \$65,275 from the general reserve to the Capital Asset Reserve.

CARRIED

4:46

d) Regular meeting November date change – Rebecca Burbank

Verbal recommendation. Remembrance day in lieu is Monday, November 13, 2023 and the library will be closed.

Moved and seconded that the November regular meeting be moved from November 13 to November 20, 2023.

CARRIED

4:47

6. Old Business

a) Bullying and harassment policy – Lauren Diemer

Discussion of the overlap between Respectful Workplace Policy and the Bullying and Harassment Policy. Discussion of the need to consolidate for clarity. Plan to return this to the Board in April.

b) Code of conduct – Lauren Diemer

Written report presented for discussion of a planned Code of Conduct Policy for Trustees. Areas of importance that were raised include attendance, communications and conflict of interest.

7. Motion to go In Camera: Moved by Trustee Earl Almeida, seconded by Trustee Paddy Trevor that following adjournment of this regular meeting, the Board move in camera and that the meeting is closed to the public on the grounds that the subject matter to be considered relates to matters covered by the Community Charter under Section 90(1)(c) labour relations or other employee relations. (m) a matter that, under another enactment, is such that the public may be excluded from the meeting; (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

5:02

8. Questions from the Public – NONE

March 13th, 2023
Minutes

Powell River Public Library Board

Meeting Adjourned

6:10 pm

Date of Next Regular Meeting: Monday, April 17th, 2023 at 4:00 pm.

Prepared by: Rebecca Burbank, Chief Librarian