

Town of Peace River Library Board
MEETING MINUTES
THURSDAY June 10th, 2021 6:00PM
Zoom Meeting

- 1) **CALL TO ORDER: 6:09 pm**
- 2) **WELCOME AND INTRODUCTIONS** Attendance on Zoom: Carson, Erika, Channing, Barb, Johanna,
- 3) **APPROVAL OF AGENDA**
2021.06.10.01-Motion to approve agenda with additions. (Park/Murphy) Carried.
- 4) **ADOPTION OF MINUTES**
2021.06.10.02-Motion to approve minutes. (Downing/Park) Carried.
- 5) **UNFINISHED BUSINESS**
 - A. Volunteer recognition-developed with PRML staff-**as presented by library director**. Will be put in the binder which holds the volunteer hours. PRML staff may develop a little draw for
25 hours-certificate
50 and 75 hours -a book nameplate in volunteer's honor
100 plus hours-proposed Leslie Ayre-Jaschke Volunteer Recognition Award
- 6) **NEW BUSINESS**
 - A. New health restrictions
 - a. Stage 2-as presented by director.
 - b. Stage 3-as presented by director. Note-summer reading program will remain virtual because of the large number of registrants online. Some summer programs will continue as people trickle through. Most of programming will be outdoors, if possible. It will be done safely.
2021.06.10.03-Motion to approve both stage 2 and 3 reopening plans (Park/Soult) Carried.
 - B. Correspondence- PLS Annual Report-as presented by Channing.
- 7) **LIBRARY DIRECTOR REPORT**
 - A. Programs Report- Lots of things happening! New program-June 24th-Bookmobile Homebound Lending Service... **accepted as information.**
 - B. Technical Report – September
 - C. Director's Report- **accepted as information.**
- 8) **FINANCE & RESOURCE DEVELOPMENT**
 - A. **GRANTS**
 - a. **PROVINCIAL OPERATING GRANT-FINISHING UP WITH MNP-WILL BE IN BY JUNE 15TH.**
 - B. **FINANCIAL UPDATE -AS PRESENTED IN DIRECTOR'S REPORT.**
 - C. **FRIENDS OF THE LIBRARY – NO NEW REPORTS**
- 9) **ADVOCACY & PLANNING**
 - A. Plan of Service – **Tabled to September**

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10) HUMAN RESOURCES & POLICY

- A. Board Evaluation -Channing attended a webinar on Board Development/Board Evaluation. Building skills would involve more of a time commitment. **Tabled to September.**
- B. Policy
 - i. Emergency Procedures Policy- Carson will be reporting after the Museum meeting on Tuesday.
 - ii. Working from Home Policy – Review & Possible Readings-Presented by Director
2021.06.10.03- Motion to approve Remote Work Arrangement Policy 6_HR.06.2021. (SOULT/TURCOTTE) Carried.
 - iii. Record retention policy-**ACTION ITEM-Carson has volunteered to assist Channing with this.**
- C. Bylaws – No new reports

11) INFORMATION -none

12) BOARD DEVELOPMENT

Library Olympics- as presented by Channing, Library Director. Everyone was very excited. Will be done in own libraries and submit scores/times online.

ACTION ITEM: Channing to make form survey for the Board.

13) IN CAMERA

14) NEXT MEETING: September 9th, 2021 @ 6:00 P.M. at PRML

15) ADJOURN: 7:56 P.M.

Items Tabled for future consideration.

| Item | Date Tabled | Date Completed |
|--------------------------|--------------|----------------|
| A. Board Evaluation | Johanna | |
| B. POS committee meeting | January 2021 | Jan 7 |