

Smithers Public Library  
Minutes  
Wednesday December 18, 2013

Item	Responsible	Action
<b>Call to Order</b>	Wally	<p><b>Present:</b> Wally Bergen, Paul Parry, Vicki Alton, Barry Smith, Margie Olmstead, Corry Tremblay, Charlie Northrup, Bruce Hutchison, Kathy Wilford</p> <p><b>Regrets:</b> John McDivitt</p>
<b>Adopt Agenda</b>	Wally	<p><b>Motion</b> to adopt agenda with/without additions:</p> <p><b>Moved:</b> Margie <b>Seconded:</b> Corry</p> <p style="text-align: right;"><b>Carried</b></p>
<b>Adopt Consent Agenda</b>	Wally	<p><b>Motion</b> to adopt the following items: Minutes of November 20, 2013 regular meeting with amendments</p> <p><b>Moved:</b> Paul <b>Seconded:</b> Charlie</p> <p style="text-align: right;"><b>Carried</b></p>
<b>Correspondence</b>		Town of Smithers – 2014 funding request
<b>Business Arising from Minutes</b>		
Signage report	Corry/Wally	Large wooden sign was installed November 28 <sup>th</sup> with considerable help from HyTech Drilling and NorthCountry Rentals. Banners will be installed in the spring – will need scaffolding and it is hoped to have the building painted before installation.
Policy Manual revisions	Kathy	Ongoing – will be ready to present to Board early in 2014

<b>Reports:</b>		
Treasurer	Barry/Kathy	In 2014 will include ongoing budget forecast in Income statements and will work on improving clarity to Balance sheet <b>Motion:</b> Accept monthly report as presented <b>Moved:</b> Corry <b>Seconded:</b> Paul  <b>Carried</b>
Librarian's Report	Kathy	Presented Librarian's Report. Discussion on Library statistics, Christmas closures and sponsored Library newspaper article.
Friends of the Library	Wally	Audio/Visual Project – funding requests to Canfor and BV Community Foundation Picture display – Wally getting quotes for tracking system Friends Strategic Planning session – planned for 2 <sup>nd</sup> week in January 2014
Outreach	Vicki/Kathy	Staff at Pioneer Place, Bulkley Lodge and The Meadows were approached to see if they would like a small collection of large print books for their residents. Bulkley Lodge will try, presentation planned to The Meadows and Pioneer Place has two large book shelves already so not interested at this time.
Smithers Library Strategic Plan	Wally	New Board Chair will initiate in 2014 - to be held in February. Look to 1 year interim plan with facilitator and a longer term Strategic Plan for 2015.
Recruitment of Library Director	Corry/Wally	Letters to Library schools advising of opening will go out early in 2014. Corry will chair the Recruitment Committee with Barry, Wally (as a consultant), and Lynnda McDougall, as Library staff rep. First Meeting will be Friday, December 20 <sup>th</sup> or early in New Year.
<b>New Business</b>		
Collective Agreement negotiations	Kathy	Waiting for Town of Smithers to settle – looking at early 2014 to begin negotiations
Library Board Chair	Wally	Wally 's term on the Library Board has been completed – a job well done and much appreciated by Town officials, staff, fellow board members and patrons of the Library.
Library Board membership	General	Appointment of Board positions – Chair, 2 Co-Chairs, & Treasurer  <b>Motion :</b> Nomination of Corry Tremblay as Chair of Library Board <b>Moved:</b> Margie <b>Seconded:</b> Vicki  <b>Carried</b>

		<p><b>Motion:</b> Nomination of Vicki Alton as Co-Chair  <b>Moved:</b> Margie  <b>Seconded:</b> Barry  <b>Carried</b></p> <p><b>Motion:</b> Nomination of Margie Olmstead as Co-Chair  <b>Moved:</b> Corry  <b>Seconded:</b> Paul  <b>Carried</b></p> <p><b>Motion:</b> Nomination of Barry Smith as Treasurer  <b>Moved:</b> Charlie  <b>Seconded:</b> Margie  <b>Carried</b></p> <p>Appointments to Committees will take place at next meeting</p>
<b>Next Meeting</b>		Wednesday, Wednesday, January 15, 7pm at Library
<b>Adjournment</b>	Chairperson	<b>Meeting adjourned:</b> 8pm