

# Smithers Public Library Board Meeting Minutes

Wednesday, Jan. 20, 2016, 7 p.m., Smithers Public Library

Item	Responsible	Action
<b>Call to Order</b> 7:04	Wally	<b>Present:</b> Wally Bergen, Kay Mackenzie, Corry Tremblay, Frank Wray, Lorraine Doiron, Mark Crisp, Wendy Wright <b>Guest:</b> Jesse Hiemstra <b>Regrets:</b> Bruce Hutchinson, Darcy Repen
<b>Election of Officers</b>	Wendy	Co-Chairs -- Wally Bergen & Corry Tremblay Treasurer -- Wally Bergen Building Committee -- Kay Mackenzie, Mark Crisp, Lorraine Doiron, plus either available co-chair Marketing Committee – Corry Tremblay Policy Committee – Bruce Hutchinson Friends of the Smithers Library Liaison – Lorraine Doiron  <i>N.B.:</i> Kay and Mark will be apprentice treasurers and eventually fill the role of Treasurer.
<b>Adopt Agenda</b>	Wally	<b>Motion:</b> To adopt agenda without additions <b>Moved:</b> Frank <b>Seconded:</b> Corry <b>Carried</b> .
<b>Adopt Consent Agenda</b>	Wally	<b>Motion</b> to adopt the following items: Minutes of Dec. 16, 2015 meeting <b>Moved:</b> Kay <b>Seconded:</b> Mark <b>Carried</b>
<b>Correspondence</b>		
<b>Business Arising from Minutes</b> Friends of the Library Update  TOS Meeting re: Cultural Centre  Little Free Libraries  Meet the Board Night  TOS 2016 Proposed Budget	Lorraine/Wally  Wally  Wally  Wally  Wendy/Wally	Trade Show. Two booths, banner. The Friends and the library will once again share a double booth at the Trade show this year. A draft of the stand-up banner purchased by the Friends was presented for discussion with staff input.  No news.  The first Little Free Library (LFL), built by Wally, has been installed in Safeway. There is the possibility of another business and a school becoming involved in the project. SPL will make bookmarks and 3-D print a bookmark holder for the LFL.  7 p.m. Wednesday, February 24 at Wally’s house. Wally and Wendy Bergen will send out invitations to the staff.  Wally and Wendy attended the Town Council/Regional District’s operating budget finance meeting on Jan. 19. The Board’s entire 2016 funding request was approved amid positive comments from the Mayor and Council, citing favourable community feedback about the changes at the library over the past year.

<b>Reports:</b> Librarian's Report	Wendy	<b>Motion:</b> To accept the Librarian's Report <b>Moved:</b> Lorraine <b>Seconded:</b> Kay <b>Carried</b> <b>Motion:</b> To accept the Treasurer's Report <b>Moved:</b> Corry <b>Seconded:</b> Lorraine <b>Carried</b>
Treasurer's Report	Wendy	
<b>New Business</b> Security Cameras	Wally/Wendy	Wendy and Corry will research and summarise the most workable solutions among the suggestions generated at the Jan. 20 staff meeting with the RCMP. They will present their recommendations at the next board meeting. Wendy will check re: two closers with WCB regulations. Frank, as Town liaison, approves of using some of the library's Community Engagement funds to pay for two closers, as does the rest of the board. This week staff are watching a webinar on challenging patron behaviours in libraries; Wendy will forward the archived webinar link to the board.
Digitization Project	Lorraine	Black Press has entered into a deal with Newspapers.com to digitize the Smithers Interior News and post it on Newspapers.com within the next year. The site is using microfilm from NWCC in Terrace.
Finance Terminology Document	Wally	The approved document is to be kept easily accessible at SPL with other financial documents and board meeting minutes.
Policy Review (continued)	Bruce/Wendy	<b>Motion:</b> To adopt the recommended changes to the Smithers Public Library Policy Manual with the exception of #14 (to be discussed at the next meeting). <b>Moved:</b> Wally <b>Seconded:</b> Frank <b>Carried</b>
BCLTA (British Columbia Library Trustees Association) AGM	Wally	BCLTA AGM is on May 13 & 14, 2016 in Richmond. BCLC (British Columbia Library Association Conference) is on May 11-13 in Richmond. Both will be held at the Sheraton Vancouver Airport Hotel. Wally will attend the BCLTA and Wendy will attend both. SPL will cover Wally's registration, and he will pay for his own travel and accommodation. Wendy will check whether TOP training is offered at the BCLTA AGM.
Strategic Plan Progress Review	Wally	Wendy will send out the Strategic Plan again for the board to review.
<b>Next Meeting</b>		Wednesday, February 17, 2016
<b>Adjournment</b>		9:04 p.m.