

# Smithers Public Library Board Minutes

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

Item	Responsible	Action
<b>Call to Order</b>	Corry	<p><b>Present:</b> Corry Tremblay, Bruce Hutchinson, Lorraine Doiron, Mark Crisp, Frank Wray, Wendy Wright</p> <p><b>Guest:</b> Mary Davidson of Edmison Mehr Chartered Accountants</p> <p><b>Regrets:</b> Wally Bergen, Kay Mackenzie, Darcy Repen, Mark Fisher</p>
<b>Adopt Agenda</b>	Corry	<p>BH: <b>Motion:</b> To adopt agenda with additions: <b>Seconded:</b> MC <b>Carried</b></p>
<b>Adopt Consent Agenda</b>	Corry	<p>LD: <b>Motion:</b> To adopt the following items: Minutes of March 30, 2016 meeting</p> <p><b>Seconded:</b> FW <b>Carried</b></p>
<b>Correspondence</b>		
<b>Business Arising from Minutes</b>		
Safety & Security	Corry/Wendy	<p>Patron Code of Conduct; Relocation of park bench and possibility of a portable toilet will be discussed with TOS. Carpenter: unavailable; SPL looking for another carpenter.</p>
Policy Review (cont'd)	Bruce/Wendy	<p>BH <b>Motion:</b> Accept the suggested revision to #5; remove #6; accept following revision of #14 (No fines on J items; adult fines .25/day for all incl. ILLS, max. \$5/item; \$2/day book club sets; 2 amnesty periods (end of school year and beginning of school year) and 1 Food for Fines program/year)</p> <p><i>[*Note: CT clarified April 27 via email that the amnesty periods should be one week long and apply to fines only. - WW]</i> <b>Seconded:</b> MC <b>Carried</b></p> <p>Draft social media policy to be revisited at May meeting</p>
Staff Relations Interviews; Change Evaluation Form	Corry	<p>Suggestion that reference to our strategic plan be included in the draft change evaluation form.</p>
NWLF AGM	Corry	<p>Kay will be our new SPL representative.</p>
Business Cards	Bruce	<p>Tabled until the May meeting. Suggestions for wording about the new library campaign on the back of trustee business cards requested.</p>
<b>Reports:</b>		
Auditor's Report	Mary Davidson, Edmison Mehr	<p>Sick accrual was held as a liability against the 2015 budget (new practice). This amount might be revisited and increased in the future. Also new is the Town tabulating SPL's tangible capital assets (not including books) and amortizing them.</p> <p>MC: <b>Motion:</b> To approve the auditor's report. <b>Seconded:</b> BH <b>Carried</b></p>

Treasurer's Report	Kay/Mark	<p>Mark will apprentice as Treasurer.  <b>BH: Motion:</b> To accept the Treasurer's Report  <b>Seconded: LD Carried</b></p> <p><b>FW: Motion:</b> To add Kay Mackenzie and Mark Crisp as signing authorities  <b>Seconded: LD Carried</b></p>
Friends of the Library Report	Lorraine	<p>Pharmasave has generously donated \$1,346.50 to refresh the Children's Classics collection. A quarterly cheque in the amount of \$1,250.00 has been received from the United Way of Northern BC to fund youth programming.</p>
Librarian's Report	Wendy	<p><b>MC: Motion:</b> To accept the Librarian's Report  <b>Seconded: FW Carried</b></p> <p><b>BH Motion:</b> To investigate the feasibility of hiring the runner-up for the SRC position.  <b>Seconded: MC Carried</b></p>
<b>New Business</b>		
Volunteer BBQ	Wendy	Monday, June 20. Volunteer cooks and BBQs needed.
Trade Show	Lorraine/Wendy	WW will email set-up times to LD.
<b>Next Meeting</b>		Wednesday, May 25, 2016, 7 p.m. at the municipal offices
<b>Adjournment</b>		9:40 p.m.