

Smithers Public Library Board Minutes

Wednesday, December 16, 2020, 7 p.m., via Zoom

Item	Responsible	Action
Call to Order 7:07 p.m.	Wally	Present: Wally Bergen, Bruce Hutchinson, Dan Mesec, Jim Pojar, Christine Tessier, Sandy MacDonell, John Buikema, Wendy Wright Regrets: None
Acknowledgement of Territory	Wendy	
Welcoming of New Board Members	Wally	Welcome to Christine Tessier and Sandy MacDonnell
Adopt Agenda	Wally	BH Motion: To adopt the agenda with addition of Mask Policy item Seconded: JP Carried
Adopt Consent Agenda	Wally	JB Motion: To adopt the minutes of the October 21, 2020 regular meeting with/out corrections: Seconded: JP Carried
Correspondence		<p>Board letter to Town re: number of Board members. JB reports that downsizing to 7 trustees was approved by the Town of Smithers. The Board now has one vacancy remaining.</p> <p>Thanks from Chamber of Commerce re: all-Candidates Forums.</p> <p>\$500 donation from the Smithers Lions Club spent on children’s books.</p> <p>ABCPLD letter to BC Housing alerting them to the coming gap in cold weather shelter for underhoused individuals due to COVID-related library restrictions.</p>
Business Arising from Minutes Holiday Hours	Wally	The library is closed on statutory holidays. This year it will also be closed on Christmas Eve, at 3 p.m. on New Year’s Eve, and on January 2, as approved by the Board in an email vote. The staff express their appreciation to the Board.
Budget Request to Town/RDBN	Wally/Bruce/Wendy	Wally, Bruce and Wendy presented the library’s 2021 funding request via Zoom on December 1, 2020. The Town’s budget deliberation meetings are scheduled for late January and early February 2021.

Smithers Public Library Board Minutes

<p>New Business BCLTA Governance Training</p>	<p>Wally</p>	<p>Online Governance Training sessions will be held for new or interested trustees within the Northwest Library Federation, likely in early- to mid-March 2021. Christine, Sandy and Jim have not yet taken the Governance Training. Wendy will send the Board a list of available BCLTA workshops.</p>
<p>Treasurer’s Report</p>	<p>Bruce</p>	<p>Anticipate using more sick pay this month for staff at home awaiting test results.</p> <p>JP Motion: To accept the December 2020 Treasurer’s Report Seconded: JB Carried</p> <p>BH Motion: To remove former trustee M. K. Mackenzie from the list of signers with the Bulkley Valley Credit Union. Seconded: CT Carried</p> <p>BH Motion: To add trustee Christine Tessier to the list of signers with the Bulkley Valley Credit Union. Seconded: JB Carried</p>
<p>COVID-related Absences</p>	<p>Wally</p>	<p>In line with provincial health guidelines, staff exhibiting any symptoms associated with COVID-19, even mild ones, are directed to stay at home until they have received negative test results or been given permission to return to work by their doctor. Staff with a household member who is sick with COVID-related symptoms may not enter the library either. This results in much more sick pay being used than usual.</p>
<p>Library Report</p>	<p>Wendy</p>	<p>JB Motion: To accept the Director’s Report Seconded: JP Carried</p>
<p>Mask Policy</p>	<p>Wendy</p>	<p>Discussion re: rapidly increasing cases of COVID-19 in the Smithers area. Local cases have been reported in schools, daycares and minor sports. Children 12 and under are exempt from wearing masks under the current Public Health Order. In the library, children often fail to maintain social distance between themselves and other patrons which makes some patrons and staff uncomfortable under the current circumstances.</p> <p>The Board directed WW to draft a policy with the goal of safely accommodating all users. The draft policy accommodated community members of all ages who</p>

Smithers Public Library Board Minutes

<p>Friends of the Library Report</p>	<p>Wally</p>	<p>cannot wear a mask inside the Library through Library Takeout (front door pick-up of physical materials), phone, email, and digital service delivery.</p> <p><i>N.B.:</i> In the days following the meeting, the draft policy was reviewed via email and superseded by the motion below.</p> <p>Motion and vote via email: WB Motion: Effective December 22, 2020, due to COVID-19 concerns, the Library will close the building to the public and will provide service delivery through Library Takeout (front door pick-up of physical materials), Grab Bags, phone, email and digital materials until further notice. The situation will be reassessed at the January Board meeting. Seconded: AM Carried</p> <p>The Friends have enough donated books for two Book Sales and hope to have one in fall 2021. They currently have approximately \$6,000 to put towards the Library in 2021.</p>
<p>Adjournment 8:26 p.m.</p>	<p>Wally</p>	
<p>Next Meeting</p>	<p>Wally</p>	<p>Wednesday, January 20, 2021 via Zoom</p>