

**MINUTES OF THE
REGULAR BOARD MEETING
Wednesday, February 23, 2022**

**(First Regular Meeting of the Year)
via Zoom**

Present:

Virginia Charron - Secretary & Library Director
Deborah Denholm - Treasurer
Brenda Feldhoff - Chair
Mario Feldhoff – Council Rep.
Kristi Genzale
Anna Graeme
Chris Rinquinha
Joanna Sluyter
Tina Watchorn

1. Call to Order

The meeting was called to order at 7:05 pm.

2. Approval of Agenda

It was MOVED/SECONDED/CARRIED THAT the Agenda be accepted with changes.

3. Approval of Minutes

It was MOVED/SECONDED/CARRIED THAT the Minutes of the Regular Board Meeting of December 15, 2021 be accepted.

It was MOVED/SECONDED/CARRIED THAT the Minutes of the 66th Annual General Meeting of January 26, 2022 be accepted with an amendment to include Tina Watchorn's appointment to the Kitimat Public Library Board. There had been some confusion and this was discussed and clarified.

It was MOVED/SECONDED/CARRIED THAT the In-camera Minutes of January 26, 2022 be accepted.

4. Correspondence

The Board received a letter from The District of Kitimat advising that the request for Library funding for 2022 was granted in full. The Chair thanked the Council Representative.

5. Treasurer's Report
Deborah gave a verbal report on year-to-date financial matters.
6. Director's Report
Virginia presented a verbal report on activities to February 23rd.
7. Hiring Committee Report
Brenda presented a verbal recap on progress relating to the hiring of the new Library Director (LD). Discussion.

It was MOVED/SECONDED/CARRIED THAT the Hiring Committee be comprised of Brenda Feldhoff, Anna Graeme, Joanna Sluyter and Tina Watchorn and that this Committee be in place until the successful hiring and passing of probation of the new Library Director.

All interested Trustees are invited to join this Committee.

8. New Business

8.1 Meeting Dates and Times

The Board agreed that all future Regular Meetings of the Board will be held on the 4th Wednesday of the month, the dates to be established at a later time.

It was MOVED/SECONDED/CARRIED THAT Regular Meetings of the Board be held at 7 pm on the 4th Wednesday of the month, dates to be determined at a later date.

8.2 Sunday Openings

The Board has discussed opening Sundays on a six-month basis over the past few years. The LD recommends that the timing would be appropriate this year. Brenda asked for further information from the LD. Discussion.

It was MOVED/SECONDED/CARRIED THAT the topic of Sunday Openings be tabled to a fall meeting this year.

8.3 Carpet Replacement

The LD recommends that the remaining carpet be replaced in the fall of 2022. This carpet is paid for and currently stored at Your Décor/Terrace where it was pre-purchased. Virginia will ask Your Décor for a quote for labour costs, plus a confirmation of how long the carpet could be stored and follow this up with the Board.

8.4 Window Covering for Program / Conference Room

Virginia encourages the Board to use surplus grant funding to replace the current window dressing. She is awaiting a quote from Your Décor and will report back to the Board.

8.5 Building Maintenance

The Board discussed using surplus grant funding to complete some of the work required to bring the exterior of the building up to acceptable standards. Virginia will explore further options and report back to the Board.

8.6 Strategic Plan

Discussion. Virginia will look for a recommendation(s) for a facilitator to lead the upcoming strategic plan process.

8.7 Board Workshops

Brenda encouraged all Trustees to sign up for workshops. Discussion.

8.8 Hybrid Meetings

Brenda discussed future meetings being a mix of face-to-face participants as well as call in attendees. As at the time of writing, vaccination passports are required to attend Library meetings in person.

9. Next Meeting & Adjournment

The next meeting will be held on Wednesday, April 23rd at 7 pm. This meeting was adjourned at 8.45 pm.