

KITIMAT PUBLIC LIBRARY

AGENDA

Tuesday, April 25, 2023, 5:30pm - Library

Attendance: Cynthia, Peter, Anna, Brenda, Sam, Aileen

Regrets: Joanna, Terry, Tina, Misty

1. **Call to Order:** Meeting called to Order at 5:37pm
2. **Approval of Agenda:** Motion to accept by Cynthia and seconded by Peter.
3. **Approval of Minutes:** Motion to accept by Peter and seconded by Cynthia.
4. **Treasurer's Report:** Balance sheet and comparison statement were distributed. Board members reviewed the documents. Motion to accept by Peter and seconded by Aileen.
5. **Director's Report:** See attached.
6. **Old Business**
 - a. **Moveable Wall:** The wall is being manufactured. Sam to double check that the wall will be a double-sided magnetic whiteboard. We need to look into a vinyl static cling mural for it.
 - b. **Board Package:** The package is ready for Board input. Sam to send it out to all board members for review.
7. **New Business**
 - a. **SOFI:** We have a new accountant taking care of the SOFI at a fraction of the cost. The report is due May 15th.
 - b. **Wall Donations:** As of the end of March we have received \$14,000 towards the wall.
 - c. **Government Funding:** The library received an extra grant from the government for approximately \$107,000. The board will look into options on what it can be spent on. Some ideas included a video conference set up for the program room, an art display area, a mural, a new couch for the children's area and hanging decorations.
 - d. **Beyond Hope Conference – May 14-17, 2023:** Anna, Misty and Cynthia are all interested in attending. Please confirm with Sam by May 5th if any board members are able to make the dates.
 - e. **Library sign:** The library book sale sign is ready for pick up in Terrace. We will need a larger vehicle to pick up the sign as it is approx. 4'x8'
8. **Date of Next Meeting:** Tuesday June 27th at 5:30pm
9. **Adjournment:** 6:32pm

Director's Report March - April 2023

These last two months seem to have flown by.

Our Annual Stats are completed for the year and filed with the Public Libraries Branch of the government. I am currently working on completing our SOFI and Charities paperwork that are due on May 15th and June 30th, respectively. I found a new accountant who will help complete our SOFI paperwork at a fraction of the cost. Nancy is also going to do our yearly GST rebate. This accountant came at the recommendation of the Houston Public Library.

I did take some vacation time in March to spend Spring Break away with my family. While I was gone, Marieve and Shawn took charge and ensured that the library ran smoothly. Which is always does with those two. Marieve offered programs every day of the week over Spring Break. We offered 10 programs, like Galaxy Jars, Robot Coding and Paper Mache. This brought in 155 participants to the library.

April seems to be a lot of paperwork for me. But we are ahead on everything that needs to get done, so it hasn't been too crazy busy. I finished the Board Welcome Package, which will be reviewed for changes at the board meeting.

The library's program room has been booked steadily, by many different groups and individuals. Our Yoga instructor is now renting the space after seeing the need for more Yoga. We have a nurse who specializes in new-borns, renting the room for information seasons. We just completed a partnership with Save On Foods to host their weekly employee development meetings and in turn they will supply us with gift cards for our reading and contest prizes.

We have the book sale coming up from April 21-May 1st. We also have Alisha Sevigny doing an author workshop for grades 4-9 on May 9th. The poster contest is up for display. We have 7 entries and that is a great start to a new program!

We have received donations for the wall. We will start putting the bricks on the window at the end of the month. To date we have raised approximately \$14,000.00.

Many people may have seen the announcement from the Provincial Government in regard to new funding given to libraries. Our library has been given a portion and I invite everyone to give ideas on what we can use that money for.

The month of May will be busy with finishing the SOFI paperwork for the government and June will see our Summer Students returning. Our Summer Reading Club is slated to start from July 4th – August 18th.