

KITIMAT PUBLIC LIBRARY

AGENDA

Tuesday June 18th, 2024, 5:30pm - Library

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

Regrets: Misty, Brenda, Edwin

1. **Call to Order:** Meeting called to order at 5:40pm
2. **Approval of Agenda:** Motion to accept by Cynthia and seconded by Tina.
3. **Approval of Minutes:** Motion to accept by Aileen and seconded by Peter.
4. **Treasurer's Report:** Balance sheet and comparison statement were distributed. Board members reviewed the documents. Motion to accept by Cynthia and seconded by Peter.
5. **Director's Report:** See attached.
6. **Old Business**
 - a. **Library Artwork – Sub Committee:**
 - i. **Murals:** Sam and Anna are going to work together to put to put a call for artists for the inside and outside mural spaces.
 - ii. **Hanging Tracks:** The tracks have arrived, and we are waiting on installation.
 - iii. **Acrylic Boxes:** This is put on hold until we get more of the other projects finished.
 - b. **September Conference:** The NWLF conference will take place in Kitimat from September 20-21st, 2024. Please let Sam know if you are able to attend.
7. **New Business**
 - a. **Union Contract:** The union contract is due March 1, 2024. Negotiations have started. We are hoping to have it in place by the end of June.
 - b. **Summer Reading Club:** Ciara has started for the club and has been busy planning and advertising. SRC starts July 2-August 16.
 - c. **Canada Day Parade:** We will be meeting at the Library around 11am to get all out parade items together. Anyone is welcome to walk in the parade with us.
 - d. **Children's Furniture:** Sam has put together a list for items for the kids' section. The board approved the choices. Sam to place an order.
 - e. **Council Presentation:** We need to put together a council presentation to help us guarantee that the AC project will go ahead next year. Sam will take some temperatures throughout the summer. We ask that all board members help to prepare our presentation.
8. **Date of Next Meeting:** Tuesday August 20th, 2024 at 5:30pm at the Library
9. **Adjournment:** 6:25pm

Director's Report May - June 2024

Quite a few of our projects seem to be on hold while we wait for the District workers to complete other jobs before coming over to the library. I hope that we can get our jobs finished up before the annual swimming pool maintenance. The current projects are, the mural on the moveable wall, the hanging tracks and some minor repairs around the library.

We have completed all the government reporting for the year and are just waiting on the approval and funds to be distributed.

We have been cleaning up our storage upstairs with great success. We have got rid of many old items that were either expired or broken. We are still scanning the older minutes and paperwork from upstairs in hopes of preserving this history. The last step is to go through the archives and see what books we have floating around and if they are still in good condition. We may work with the Museum to give them some of these older items.

The next NWLF conference is scheduled for September and will be held at the Kitimat Library. The dates will be from September 20-21st, 2024. This will be a great event for all the board members and staff to attend. The library will also be closed to the public on those two days.

We had many programs for the month of May and June. We have also started to get ready for the Summer Reading Club and the spots are filling up quickly. June is the last month for Seed Club and we have seen all the bags get picked up. We held 40 programs for the 2 months and had over 728 patrons attend the events.

I attended quite a few meetings and workshops in the last couple months including, a board workshop in Terrace, a SRC session, an eBook Summit conference planning meeting, a meeting with all Public Library Directors, a Joint Accessibility meeting, a Scholastic Engaging Families workshop and the NWLF conference meeting. The summer will see a break from most workshops and meetings.

I also did interviews and hired 3 new people to join our team. We had 3 of our employees graduate this year and we look forward to their future endeavors! Congratulations to all our grads.