

SECHELT PUBLIC LIBRARY ASSOCIATION BOARD MEETING MINUTES

June 27, 2020

Via Zoom Teleconferencing due to COVID-19 restrictions

Our library is a vital part of the community and a welcoming gateway to ideas, knowledge, and information for life-long learning and enjoyment.

Present: Pat Harvey (Chair), Ann Hopkins (Vice Chair), Beverly Shimazaki (Treasurer), Jack Young, Garry Nohr, Ruth Moore, Susan Egerman, Rhian Piprell, Spencer Keys, Lori Pratt (SCRD Rep), Leianne Emery (Interim Director)

Regrets: Alton Toth (DoS Rep)

Guest: Bernadette Richards, recorder.

1. Call to order

Pat Harvey, board Chair, called the meeting to order at 10:00 a.m. Pat acknowledged that we are meeting on the unceded ancestral and traditional lands of the shíshálh Nation.

2. Approval of the Agenda

Add 5.3 Insurance

Beverly Shimazaki/Ruth Moore: That the agenda as amended be adopted. CARRIED

3. Business arising

Board Minutes of May 23, 2020 changes requested:

4.2 Susan Egerman to talk to insurance provider about narrowing the exclusion in our D+O insurance policy.

6.2 Change language to Aboriginal or Indigenous display. Leianne commented that the wording is actually “First Nations Collection”.

Leianne Emery agreed to make requested changes to the May minutes.

Ruth Moore/Ann Hopkins: That the Board Minutes of May 23, 2020, be approved as amended. CARRIED

4. Librarian’s Report, June 2020

Leianne Emery walked the Board through all the activities happening at the Library over the past month and the reopening strategies during COVID (see written report). The Board thanked Leianne for her very thorough report.

5. New Business

5.1 Strategic Plan

Ann Hopkins noted that the Strategic Plan has been caught in the change-over of leadership and has not been completed. She suggested the Board use a simple strategic plan similar to the

SCRD's with bullet points to provide priorities, which could be done and reviewed in August, as well as reviewing the existing plan in light of COVID.

Ann Hopkins will produce a Strategic Plan summary document for others to look at before the August meeting.

5.2 Police Checks

Every four years, staff need new police checks, and new board members and casuals need police checks upon their start dates. Leianne said that it looks like almost everyone needs police checks. If the RCMP are charging volunteers for police checks, the Library will reimburse costs to board members.

5.3 Insurance:

Leianne Emery has had Cooperators fax the insurance policies to her. According to information Leianne received through the BC Directors meetings, an official Re-Opening Plan, approved by the Board – and one that you adhere to - serves as your legal defense during COVID.

Susan Egerman noted that the Library should ask the insurer to eliminate the broad language in the D&O policy, and that the insurer exclude accident and injury so that the directors are better protected.

Spencer Keys said good that Leianne will have a policy. Also, the real risk is the defence cost in defending a lawsuit if the topic of the lawsuit is bodily harm. He suggested the Library could set up an emergency fund to cover a legal defense fund in case of a lawsuit which is not covered by insurance or other budgeted items. He said the risk is not around actual negligence but gross negligence.

Susan Egerman/Ruth Moore: That the Board could meet in July to discuss and approve the next phase of reopening during COVID. CARRIED

6. Committee Reports

6.1 Policy Committee

Beverly Shimazaki said the committee has met twice since the last board meeting, and its overall focus is to make the policy manual reflect that we are a governing board. The committee is working to improve the policies that need to be completed to reflect this change.

6.2 Fundraising

Ann Hopkins reported the committee is not actively fundraising right now but updating their previous plan. Rhian Piprell attended a conference on fundraising. When the new librarian is here, we will review the environment for fundraising.

Lori Pratt will forward information about various grants to Leianne Emery and Ann Hopkins.

Rhian Piprell noted that our MLA is part of the Select Standing Committee on Finance and Government Services. **Leianne Emery** will talk to him about provincial grants. Lori Pratt will

continue to highlight the library agenda to this group.

7. Liaison Reports: None.

8. Business

8.1 Approval of Minutes: see Item 3.

8.2 Finance Committee:

Beverly Shimazaki walked the Board through various line items spent during the last month.

Beverly Shimazaki/Ann Hopkins: That the May 2020 Financial Statements be approved.

CARRIED

8.3 Sunshine Coast Regional District (SCRD) Report

Lori Pratt informed the Board that the Field Rd. building has just reopened with partial days last week. There are webinars and opportunities to engage with SCRD staff about the Church Rd. well, ferry schedules, and other issues by accessing the SCRD website.

8.4 District of Sechelt (DoS) Report

There was no report.

9. Action Items:

3. Board Minutes changes: Leianne Emery agreed to make requested changes to the May minutes.

5.1 Strategic Plan: Ann Hopkins will produce a Strategic Plan summary document for others to look at before the August meeting.

6.2 Fundraising: Lori Pratt will forward information about various grants to Leianne Emery and Ann Hopkins.

Leianne Emery will talk to MLA about provincial grants.

9. Adjournment:

Pat Harvey gave a huge thanks to Leianne Emery and the staff for all they are doing. All of the board members concurred.

Lori Pratt: That the meeting be adjourned. CARRIED

The meeting was adjourned at 12:30 p.m.

NEXT MEETING: Saturday, August 22, 2020, 10:00 a.m.