

# SECHELT PUBLIC LIBRARY ASSOCIATION BOARD MEETING MINUTES

November 28, 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, Rhian Piprell, Lori Pratt (SCRD Rep), Darnelda Siegers (DoS Rep), Janice Kuester (DoS), Leianne Emery (Director).

**Regrets:** Susan Egerman.

**Guest:** Bernadette Richards, recorder.

## 1. Call to order

Pat Harvey, Board Chair, called the meeting to order at 9:05 a.m. Pat acknowledged that we are meeting on the unceded ancestral and traditional lands of the shíshálh Nation and thanked them for their generosity.

## 2. Approval of the Agenda

**Ann Hopkins/Ruth Moore: That the agenda be adopted. CARRIED**

## 3. Business arising:

**Meeting time:** Board members agreed they want earlier meetings, especially when on Zoom. Best dates are Wednesday, Friday or Saturday mornings.

Agreed to relook at meeting day in the new year.

**Contract signed:** Leianne Emery is now officially Director Sechelt Public Library.

**January Board meeting:** Susan Egerman will present the pros and cons of moving to municipal status.

**Christmas Eve day:** staff are wholeheartedly delighted to have the entire day off. As well, staff were gobsmacked and thankful when they received their COVID bonuses.

**Ann Hopkins/Beverly Shimazaki: To close the library on Christmas Eve day, Dec. 24, 2020, and provide it as a day with pay for staff. CARRIED**

## 4. Director's Report, November 2020: Leianne Emery

--Leianne walked the Board through her Directors Report, which can be found on the Library's website) with a focus on the upcoming budget and finance.

--Leianne also expressed thanks to the staff who are doing wonderful work. It is very important to the community that the library stays open. There are well above 200 people

per day in the library and staff assist them all day long. This also translates to staff having to wear masks up to 7 hours per day.

--Leianne also reiterated how much she appreciates the staff in the DoS. She mentioned Dylan Chow, who helps out with building maintenance issues and Dave Douglas

**Ruth Moore/Ann Hopkins: Move to accept the librarian's report. CARRIED**

**5. New Business**

Budget discussed under Director's Report.

**6. Committee Reports**

None

**7. Liaison Reports**

None

**8. Business**

**8.1 Approval of October 31, 2020, Minutes**

**Ruth Moore/Jack Young: That the minutes of October 31, 2020, be approved as circulated. CARRIED**

**8.2 Sunshine Coast Regional District (SCRD) Report: Lori Pratt**

**Board elections:** Lori Pratt, Chair; Alton Toth, vice chair.

**Committee appointments** will happen on Dec. 7—chairs, vice-chairs of committees; I may step back from Library board—might bring in alternate occasionally.

--Nov 5-6 is pre-budget at the District. A lot of projects are coming up and the links are on the website. More meeting dates are set for Feb and March.

--It was refreshing to have some directors in the board room for our Nov 5-6 meetings—we are all at saturation point for Zoom meetings—but due to COVID numbers rising, we are completely back to Zoom.

--new communications manager, Aidan Buckley, has started. We are looking to have better communication out from SCR D to the public.

**8.3 District of Sechelt (DOS) Report, Janice Kuester/Darnelda Siegers**

--DoS has a new director of engineering and a new manager of finance.

--The preliminary budget requests from staff and community associations are in.

--New public health rulings means only essential staff will be in the office, with everyone wearing masks in the office, and all public meetings will be on Zoom.

**8.4 Treasurer's Report**

Beverly Shimazaki walked the Board through various line items from the October financial statements.

--Beverly pointed out new line items so that there is more clarity about subsidies and Friends of the Library.

--The Sechelt Indian Government District's (SIGD) lack of payment affects the budget for the entire year. Garry Nohr will talk with the Chief.

--Next year, Leianne is looking to separate some line items; for instance, so we know what it costs to move books up and down the coast.

--AGM is slated for the end of February at the board meeting. Leianne and Bev to let the board know if an earlier January meeting is needed to discuss budget implications before the SCR D budget presentations in early February.

**Beverly Shimazaki/Ann Hopkins: To accept the financial report for October 2020.**

**CARRIED**

### **9. Action Items**

**3.** Agreed to relook at meeting day in the new year.

**8.4** Garry Nohr to talk with SIGD Chief about the 2020 allotment that is overdue.

**8.4** Leianne and Beverly to decide if budget meeting needed mid-January.

### **10. Adjournment**

**Ann Hopkins/Garry Nohr: Move to adjourn the meeting.**

**CARRIED**

The meeting was adjourned at 10:40 a.m.

**Next meeting:** January 30, 9:00 a.m.

It may be scheduled earlier to deal with budget mid-January.