

**Lac La Biche County Library Board
Meeting of Monday, April 20, 2020
Zoom Meeting**

Minutes

Board Members Present:

- N. Broadbent • L. Anderton • J. Fulawka • K. Nutbrown • D. Beniuk
- M. Siebold • C. Borgun • G. Piquette • R. Clark

Staff Present:

- M. Penn • K. Gagne

Absent:

- L. Toutant • V. Gladue

Item No.	Topic	Action required
1.0	<p>Call to Order Meeting was called to order at 7:07 p.m. by L. Anderton, Board Chair.</p> <p>1.1 We recognize that we are on Treaty 6 land and the homeland of the Metis. We are grateful to the original caretakers of the land and seek to create a new relationship that is respectful and truthful.</p>	
2.0	<p>Approval/Amendments to Agenda</p> <p>2.1 The Agenda was submitted and a request for an addition/amendment was made: - 3.1 Housekeeping Items</p> <p>G. Piquette moved to adopt the Agenda for Monday, April 20, 2020 as amended. Carried unanimously.</p>	
3.0	<p>Presentations</p> <p>3.1 Housekeeping Items – M. Penn will be sending meeting requests with all the zoom information; all Board Members are to RSVP to help track attendance and ensure we have a quorum.</p> <p>All Board Members are to send their volunteer hours to K. Gagne via email.</p>	<p>M. Penn</p> <p>All Board Members</p>
4.0	<p>Review & Adoption of Prior Minutes</p> <p>4.1 Review of Meeting of Monday, January 20, 2020 – The minutes were submitted for approval.</p> <p>C. Borgun moved to approve the Minutes of Monday, January 20, 2020 as submitted. Carried unanimously.</p>	

<p>5.0</p>	<p>Business Arising from Minutes</p> <p>5.1 NLLS Follow Up – M. Penn gave an update on NLLS services and issues.</p>	
<p>6.0</p>	<p>Friends of the Libraries - None</p>	
<p>7.0</p>	<p>Programming & Services</p> <p>7.1 Ladies Night- M. Penn gave an update on the success of Ladies Night. (POS C)</p> <p>7.2 Health and Wellness Fair – M. Penn gave an update on the success of the Health and Wellness Fair and discussed the future of the event. (POS B.2)</p> <p>7.3 Summer Programs – M. Penn gave an update on the upcoming plans of the Summer Reading Club and the Summer Literacy Program. (POS C.1, g, h)</p> <p>7.4 Selection of POS Goals – M. Penn gave a summary of the top services responses as selected by community members.</p> <ol style="list-style-type: none"> 1. Creating Young Readers: Early Literacy 2. Satisfy Curiosity: Lifelong Learning 3. Succeed in School: Homework Help 4. Stimulating Curiosity: Reading, Viewing and Listening for Pleasure 5. Know Your Community: Community Resources and Services <p>Cultural Diversity will continue to be reflected in all programs and services.</p> <p>D. Beniuk moved that the service priorities as recommended/selected by the participating community members be supported as the core of our next 5-year Plan of Service. Carried unanimously.</p>	<p>All FT Staff, Children’s Programmer, M. Penn</p>
<p>8.0</p>	<p>Marketing</p> <p>8.1 Facebook Follow Up – M. Penn requested that staff and Board Members continue sharing the newsletter on their social media.</p>	<p>All Board Members and Staff</p>

<p>9.0</p>	<p>Financial Matters</p> <p>9.1 Treasurer’s Report</p> <p>9.2 Review of Budgeting Operating Statement dated March 2020 - N. Broadbent reviewed the BOS with the Board and noted any variances and their reasons.</p> <p>9.3 2019 Statement of Receipts and Disbursements – N. Broadbent reviewed the 2019 Statement of Receipts and Disbursements with the Board.</p> <p>L. Anderton moved to approve the 2019 Statement of Receipts and Disbursements as presented. Carries unanimously.</p> <p>9.4 Musical Instrument Lending Library – M. Penn gave a summary of the grant and what types of instruments the library will have in the Musical Instrument Lending Library.</p>	<p>N. Broadbent K. Gagne</p> <p>K. Gagne</p>
<p>10.0</p>	<p>Human Resources</p> <p>C. Borgun moved to go in camera. Carried unanimously. 8:02pm</p> <p>N. Broadbent moved to go out of camera. Carried unanimously. 8:57pm</p> <p>L. Anderton moved for approval of M. Penn’s operational plan carrying us through this period of COVID-19. Carried unanimously.</p>	<p>K. Gagne, M. Penn</p>
<p>11.0</p>	<p>Policies and Procedures - None</p>	
<p>12.0</p>	<p>Statistics - None</p>	
<p>13.0</p>	<p>Other Business - None</p>	
<p>14.0</p>	<p>Information</p> <p>14.1 Executive Meeting Minutes</p> <p>14.2 COVID-19 Risk Assessments</p> <p>14.3 Opening Minds Conference</p> <p>14.4 RighT at Home Video</p>	
<p>15.0</p>	<p>15.1 Next Meeting: Monday, May 25th, 2020 Meeting to be held at 7:00pm via Zoom Meeting</p>	
<p>16.0</p>	<p>Adjournment: 9:07pm D. Beniuk moved that the meeting be adjourned. Carried unanimously.</p>	

Note: The letter/number shown in brackets, e.g. (A1) at the end of topics refer to the Plan of Service 2016-20 Goal/Objective.

Signed _____ Date _____