

Falher Regional Intermunicipal Library Board Meeting Minutes

Tuesday, March 16, 2021 Virtual Meeting using Zoom
7:00 pm – 8:30 pm

Attendees

Lindsay Brown (e-Chair), Diane Gervais, James Bell, Valérie Bel, Mai Noosri-Bérubé, Luc Levesque, Doreen Horvath (Library Manager)

Regrets: Rita Boulet,

Item	Topic for discussion	Motion	Action
1.	Meeting called to order @ 7:03 pm; motion to accept agenda.	James	carried
2.	<u>OLD BUSINESS</u>		
2.A.	Approval of Minutes from Previous Meetings	Mai	carried
	<p>1. <i>Motion to approve February 16, 2021 minutes</i></p> <p>2. <u>Business Arising From the Minutes</u> <i>Board motion to accept the following for information</i></p> <ul style="list-style-type: none"> a. Final grant reporting for CFEP and FCC Expressions Fund b. TELUS carry-forward correspondence c. CERC contract update correspondence d. Board Advocacy Briefing Book (updated to December, 2020) e. Board Action and Tabled Items (updated to January 25, 2021) f. 2020-21 Key Dates and Deliverables 	Mai	Carried
3.	<u>NEW BUSINESS</u>		
3.A.	<p><u>Library Manager Update</u> (Doreen)</p> <ul style="list-style-type: none"> 1. 2020 PLSB Annual Operations report review- first part is submitted, 2nd part not out yet- need our budget for the second part. 2. Operations Updates / Other Items- open a few days a week, curbside on Fridays. Friends will be putting on a colouring contest 3. AB Frontline Grant - no go for our staff 4. PLS is very slow, backlogged with cataloguing. 5. RB digital app is no longer, magazines are now on Overdrive. 6. purchased a 'bird watching kit', will lend out like books 7. board members- missing signed Code of Conduct 8. New Board Member- waiting for application to be submitted to town. 9. motion to purchase a gift for Jackie as a thank you - Doreen will look at funds, and look for something. <p><u>Other</u></p> <ul style="list-style-type: none"> 1. FCSS request- building raised garden beds on the east side of the library. <ul style="list-style-type: none"> a. went to Falher Council last night, approved to use the space <ul style="list-style-type: none"> i. Are there questions? concerns? ii. suggestions for water- rain barrel, letter to FCSS about water consumption and weed control. 2. <u>Plan of Service</u>- 5 year targets 	James 2nd Diane	Carried
3.B.	<p><u>Finance</u> _ (discussed at February meeting).</p> <ul style="list-style-type: none"> 1. <u>2020 Financial Statements</u> prepared for Board information (pre-review) PLSB has approved us submitting our reviewed financial reports and the budget for the PLSB Annual Operating grant application in this format. 2. <u>2021 reserves</u> to be confirmed by Board motion 3. <u>NEW</u> - insured asset ledger details (gaming, non-owned assets) 4. <u>IM Agreement Appendix A Update</u> (2020/12) <u>New</u> 5. <u>Budget 2021 letter</u> 		
3.C.	<p><u>Chair 2021 Transition</u></p> <ul style="list-style-type: none"> 1. Board Role Transition Checklist- Secretary needed 		

	2. Year-end review and bookkeeping handoff - Donnelly council approved JCL, need to sign contract to make final.		
3.D.	<u>2021 Board Correspondence</u> -Doreen went to a town hall meeting with Alberta Health EOC and Public Library Service Branch, Municipal Affairs- no solid Covid standards.		
4.	Next Board Meeting: Tuesday, April 20th Meeting with Jordan DeSousa regarding planning our next Plan of Service. <u>Subsequent meeting dates to be confirmed.</u> 2021 Board Meeting Dates (3 rd TUESDAY of the month) -May 11, June 8, Sept 14... 7:00 – 8:30 pm via Zoom until further notice <i>The Board must convene <u>a minimum</u> of three times per year per the Libraries Act; recommendations to meet key deliverable dates are highlighted in green on item 4 attachment. "Meetings 33(1) A board shall meet at least once every 4 months and at any other times it considers necessary." Per the AB Libraries Act, Part 5.</i>		
5.	Adjournment at 7:45 pm		