



## Board Meeting November 21, 2018 Minutes

**Guests:** Lizanne Eastwood

**Present:** Cari Lynn Gawletz, Mary Kierans, Michelle Boyd, David Rostek, Elise Rimbey, William Pritchard, Ralph Russell, Katie Mitchell, Cheryl Ahrens

**Regrets:** Chris Jonat

**Call to order:** 10:05AM

**Acceptance of Agenda (Cheryl, Michelle – carried)**

*Minutes:* October 17, 2018 Minutes **(Michelle, Cheryl – carried)**

*Correspondence:*

**Delegations / Announcements**

### Reports

1. Financial Report (attached) **(Michelle, Ralph – carried)**
2. Librarian's Report (attached) **(William, David – carried)**
3. Kootenay Library Federation (KLF) Report
4. Friends of the Library Report
5. BC Library Trustees Association (BCLTA) Report

### Old Business

1. Fundraising Update

**Rosemary and C. Ian Mottershead have informed the library of their intent to give a \$50,000 donation toward the Washroom Renovation Project. Cari initially contacted them through their foundation, but they have chosen to give privately. The fundraising total for this project so far is now \$56,000.**

**Motion: to create a new savings account specifically for the funds raised for the Washroom Renovation Project. (David, Michelle – carried)**

2. Washrooms Update

**Peter Matheson has been working with Cari and William to create official drawings for the upcoming washroom renovation. Michelle had some input on accessibility. Cari will pass along this information to Peter to make adjustments.**

3. Rick Hansen Audit

**Cari has received the results from the Rick Hansen Audit. The library passed with a score of 68% and was provided with detailed scoring and a short list of successes and areas for improvement in our building's accessibility. As expected, the library's public washroom failed its portion of the audit. These results have been sent to the City of Grand Forks, and will be referred to in future renovation considerations.**

### New Business

1. Lease Agreement Committee

**The library's lease with the City of Grand Forks is up for renewal at the beginning of 2019. We must come to an agreement with the City by the end of June to avoid a penalty. Cari suggested we strike a Lease Committee to inspect the current agreement and see what we want to try and change. Chris, Michelle, Mary, and Cari are on the committee.**

2. Desks

**Cari asked for an allowance to purchase some furniture for the library work room, at staff request.**

**Motion: To allow a budget of up to \$1600 to purchase two desks and chairs for the library work room. (Cheryl, Elise – carried)**

Ralph asked where the money for the desks would come from. Cari said that it would come from the Operating Budget, and that there was extra room in general Operating this year because we had received a large bequest earlier in the year. David said that the money from those sorts of donations should be kept separate from Operating funds. Cari said that unless there is a specific stipulation when a donation comes in, the library's current policy has all donated funds going into the Operating Budget.

Motion: To add to the Policy Manual, 5.4.8: Any funds that come into the library via donation, grant, bequest, or other similar means will be placed into a specific non-operational savings account. (David, William – carried)

Motion: The policy in 5.4.8 will only apply to donations of more than \$500. (David, William – carried)

## Questions from the Public

Other

Adjournment

11:42