



Board Meeting December 19, 2018 Minutes

Guests: Katy Livingston

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

Regrets: Chris Jonat, Michelle Boyd

Call to order: 10:08AM

Acceptance of Agenda (Katie, Elise – carried)

Minutes: October 17, 2018 Minutes **(William, Katie – carried)**

Correspondence:

Delegations / Announcements

Reports

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

Old Business

1. Donations

Motion: To transfer the \$14,000 donation from the estate of Jack Blower to the newly created Donations savings account. (David, Elise – carried)

New Business

1. Committees

Mary brought forward an outdated list of the library's various committees and asked the members of the board which ones they would like to join. Tentatively, the current board committees are as follows:

- **Finance: Cari, Mary, David**
- **Policy: Cari, Mary, Katie**
- **Labour: Cari, Mary**
- **Personnel: Cari, Mary, David**
- **Health and Safety: Cari, Mary, and 2 CUPE members**
- **Building: Cari, Mary, William, Michelle**
- **Social: Cari, Michelle, Cheryl**
- **Nominating: Michelle, Cheryl**
- **Lease Negotiating: Cari, Mary, Michelle, Chris**
- **Fundraising: Cari, Mary, Cheryl, Katie**

Mary noted that as Elise Rimbey does not intend to stand for re-election to the board at the upcoming AGM, someone will need to step into the role of liaison with the Friends of the Library.

2. Roof

Cari announced that the library's roof had sprung a leak the week before the meeting. She said that the roof tends to leak about two or three times per year. Steven Howard of the City of Grand Forks Public Works department investigated the leak with other City staff and was unable to locate the source. He said that the library's roof is in generally poor condition. Cari contacted Cavan Gates, the City's Deputy Manager, to discuss the issue. He has added the library's roof to the list of considerations to bring forward to City Council for the 2019 Capital Budget, which will be decided in the spring.

At the time of the meeting, the roof was not leaking.

3. Lease Agreement Committee Report

There was some discussion on the relations between the Library Board and the City of Grand Forks regarding the library's lease agreement with the City. The consensus was that we do not expect to make considerable changes to the current lease agreement, despite some board members being unsatisfied with the City's responsibilities toward the building. The board decided that we should make a few things priorities moving forward, rather than try for a complete overhaul of the agreement. These priorities will be insisting upon a more in-depth, readable semi-annual financial report regarding the City's costs for the library building, working to ensure that the library's roof is either properly repaired or replaced, and continuing to advocate for the promised completion of our HVAC system with an energy return addition.

Cari reported that there has not yet been any tally from the City this year on their costs for the building, despite a semi-annual report being part of our current agreement. Because of this, she is unsure of whether or not the current amount of \$13,000 per year is something we will be able to sustain moving forward.

Cari also reported that she contacted David Bruce, the City's Building Inspector, regarding the completion of the library's HVAC system. He stated that a mechanical consultant would be "coming to town soon" to review several City buildings, including the library, and would be drafting up specifications for the project completion. Although we expected that this addition would be done in 2015, there is still no firm time frame for the installation.

4. Staffing Update

Les Johnson has been hired to fill the vacancy for the Library Assistant II 8 hour position.

Questions from the Public

Other

Adjournment

11:26