



## Board Meeting 20 May 2020 Minutes

**Present:** Cari Lynn Gawletz, Mary Kierans, Michelle Boyd, Ralph Russell, Cheryl Ahrens, Brendan Wheaton, Chris Jonat

**Regrets:** William Pritchard, Katie Mitchell

**Call to order: 12:06PM**

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

*Minutes* 15 April 2020 minutes **(Michelle, Cheryl - carried)**

*Correspondence*

**Delegations / Announcements**

### Reports

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

### Old Business

#### 1. Renovations

- a. Drawing is attached. Includes a 75" SMART Board, built in storage cabinets, and a countertop.  
**Motion: to approve the presented meeting room upgrade project with a total budget of up to \$17,000, to be taken from the Donations account. (Cheryl, Brendan - carried)**
- b. Drawing of fireplace is attached. Includes storage cabinets, a TV and fireplace (supplied by the Friends of the Library), and a countertop along the windows for seating with pop-up electrical outlets.  
**Motion: to approve the presented reading area upgrade project with a total budget of up to \$30,000, to be taken from the Donations account. (Brendan, Michelle - carried)**

### New Business

#### 1. Recovery Plan

- a. Discussion of the overall plan  
**Cari presented the 7 stage recovery plan to the Board. Cari intends to begin reopening at "Phase 2" (allowing patrons into the library for borrowing only) as soon as safety precautions can be implemented.**  
**Motion: To endorse the recovery plan and the reopening of the library at Phase 2 as soon as possible. (Cheryl, Michelle - carried)**
- b. Health & Safety Committee Update  
**The committee met May 19, went through all Phase 2 procedures in detail, making some minor modifications.**

- c. Motion: to approve the installation of protective plexiglass around the circulation desk for a cost of up to \$1,000, to be taken from the Donations account. (Michelle, Brendan - carried)

2. COVID-19 Policies

- a. Motion: to adopt the following into the Policy Manual:

8.12

Employees are not permitted to come to work if they:

- have COVID-19-like symptoms such as a sore throat, fever, sneezing, or coughing.
  - Any employee who has the above symptoms must self-isolate at home for a minimum of 10 days from onset of symptoms, until such symptoms are completely resolved.
  - If an employee begins exhibiting symptoms while at work, he or she must leave the premises immediately and self-isolate as above.
- have travelled internationally. In these cases, they must remain away from the workplace for at least 14 days.
- live in the same household as a confirmed or clinical COVID-19 case who is self-isolating.

(Michelle, Brendan - carried)

- b) Motion: to adopt the following into the Policy Manual:

9.1 (a)

Patrons, contractors, volunteers, and all other members of the public are not permitted to enter the library if they have COVID-19-like symptoms such as a sore throat, fever, sneezing, or coughing. If any person begins exhibiting such symptoms while in the library, they must leave immediately.

Patrons who have had COVID-19-like symptoms, have travelled internationally, or live in the same household as someone with a confirmed or clinical case of COVID-19 must stay away from the library for at least 14 days.

(Brendan, Michelle - carried)

3. Annual General Meeting rescheduling

The AGM has been tentatively rescheduled for July 15 at 7:00PM to be held via Zoom.

Adjournment 1:05