

**MINUTES OF A MEETING OF THE PRINCE GEORGE PUBLIC LIBRARY BOARD
HELD WEDNESDAY, APRIL 24, 2019 AT 7:00PM
IN THE KEITH GORDON ROOM AT THE BOB HARKINS BRANCH**

Present: Mike Erickson (Acting Chair)
Alan Idiens
Emilio Caputo
Myta Blacklaws
Carolynne Burkholder-James
Kirk Walker

Also Present: Janet Marren (Chief Librarian)
Jody Tindill (Controller)
Paul Burry (Support & Circulation Services Manager)
Amy Dhanjal (Communications Coordinator)

Regrets: Councillor Terri McConnachie
Mike Gagel (Chair)
Astrid Nicholson

1. AUDITORS – Corey Naphtali - KPMG

- The Auditors reviewed the draft of the 2018 Audited Financial Statements for Library Board members.

A motion to accept the draft Audited Financial Statements for 2018 was moved and seconded. The motion was carried.

2. CALL TO ORDER

- The meeting was called to order at 7:00 p.m.

3. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

A motion to approve the minutes of the March 27, 2019 meeting as distributed was moved and seconded. The motion was carried.

4. ACCEPTANCE OF CONSENT AGENDA

a) Meeting Agenda

Addition: 5. b) Children's Library Card Discussion

**A motion to accept the Consent Agenda as amended was moved and seconded.
The motion was carried.**

5. REPORTS/PRESENTATIONS

a) Board Chair Report – Mike Gagel

- No report.

b) Chief Librarian – Janet Marren

Please refer to the full Library Report for additional information. Highlights include:

- Senior staff attended a joint Board meeting between the Trustees of School District #57 and the Prince George Public Library on April 17. Opportunities for advocacy and collaboration between the two boards was discussed
- The Chief Librarian and the City Manager discussed the impact that the new student housing complex being constructed next to the Library may have on library parking. An express transit line to CNC and UNBC is being discussed.
- Kirk Walker attended a general staff meeting on behalf of the Board Hiring Committee on April 24 to announce that Paul Burry has been appointed Acting Chief Librarian. His appointment begins following the retirement of the Chief Librarian at the end of June.
- The Beyond Hope website was launched on April 9. Board members are invited to attend the conference at no cost.
- Premier Horgan and Health Minister Dix visited the library on April 17 to announce a new Urgent and Primary Care Centre in Prince George.

c) Advocacy Committee of the Whole

- The Advocacy Committee will meet on May 22 to review a Spheres of Influence template.

d) Library Advancement Committee

- Ian Lindsay, UNBC Director of Development, will speak to the Library Board on fundraising. The date will be confirmed.
- Photos of Board members to appear on social media are being scheduled.
- The Committee is continuing to work on a campaign document, sponsor identification and project budget for the Teen Renovation and Expansion.

e) Governance Committee

- No meeting was held.

f) Local History Committee

- No meeting was held
- Myta Blacklaws will be presenting the Keith Sedwick Research Award on behalf of the Board at the Heritage Fair on May 3

g) Friends of the Library

- There is currently over \$14,645 in their general account.
- \$5,700 was made at the last book sale.
- \$2,000 is committed to the Beyond Hope Conference.
- Committee (Margaret Johnston, Edel Toner-Rogala, Al Idiens, Carolynne Burkholder-James, Ignacio Albarracin and the Chief Librarian) to plan for the 30th anniversary of the Friends of the Library in January 2020.
- Bookmarks will be made by the Marketing department for the book sale in June.
- There are about 130 boxes of books available for the book sale in June.

h) BCLTA

- Paul Burry, Support & Circulation Services Manager, will be attending the BCLTA conference with Board Chair, Mike Gagel.
- Myta Blacklaws will be attending the conference as well but will forgo her place if someone else wishes to attend in place of her.

5. DISCUSSION/DECISION ITEMS

a) Financial Statements to March 31, 2019

- The Financial Statements were reviewed.

A motion to accept the Financial Statements to March 31, 2019 as distributed was moved and seconded. The motion was carried.

b) Children's Library Card Discussion

- Board Trustee, Emilio Caputo initiated a discussion about introducing a fine-free library card for children and teens.
- The goal of the card would be to encourage literacy for children and youth and to reduce barriers to library use for this group
- A variety of options and approaches are discussed. Reducing overdue fees for children can be accomplished through either eliminating fines on children's cards, or eliminating fines on children's materials borrowed on any cards.

A motion for the Leadership Team to research and report on the budgetary impact of removing the overdue fees on juvenile and teen materials on children's and teen cards was moved and seconded. The motion was carried.

6. OTHER/NEW BUSINESS

a) Committee Meetings


- Local History Committee – Next meeting will be in the fall to plan the Jeanne Clarke Awards.
- Library Advancement Committee – May 1, 2019 at 3:30pm in the mini-purpose room
- Governance Committee – May 22, 2019 at 6:00 p.m. in the Chief Librarian's Office
- Library Board Meeting - May 22, 2019 at 7:00 p.m. in the Keith Gordon room
- Advocacy Committee of the Whole – May 22, 2019 at 6:30 p.m. in the Keith Gordon Room

b) Board Look Ahead

- April 30th – 4:30 p.m. to 6:30 p.m. - Photographer in to take pictures of board members and staff.
- May 16th – 4:00 p.m. to 6:00 p.m. – Photographer in to take pictures at Nechako.

7. ADJOURNMENT

A motion to adjourn the Library Board meeting at ? p.m. was moved and seconded. The motion was carried.


Janet Marren
Chief Librarian


PER **Mike Gagel**
Board Chair