


## **MINUTES of Town of Vermilion Library Board**

**January 27<sup>th</sup> @ 7pm 2021, held Virtually**

1. **Call to order:** A virtual meeting was called to order at 7:05am, Justin chairing.  
**Members in attendance:** Richard Yaceyko, Justin Thompson, Alva Andersen, Anna Giesbrecht, Stuart Pauls, Brad Gallamore. Guest: Djesihre Rippel.
2. **Agenda:** Anna moves the adoption of the agenda as presented. Alva seconds. Carried.
3. **Minutes:** Alva moves the adoption of the Nov. 26 and Dec. 12 minutes as circulated. Anna seconds.
4. **Chair Report:** Manger and executive are working on a re-opening plan to ensure there will be little delay when allowed to open for in person service. There has been no progress on the Intermunicipal committee requiring library input. Committees should meet as soon as possible to plan for 2021 objectives.
5. **Manager Report:** Library has been operating on curbside and remote service only since Dec. 13. We average 80 users a week, some days are entirely full with pickups every 15 minutes. A staff member resigned in December, recruitment will not begin until we re-open. The relaunch of in service is dependent on Provincial approval and new sector guidelines. The relaunch plan assumes the same rules as before: Return hours to normal but retain occupancy limits, children limits and quarantine procedures.
6. **Treasurer Report:** The 2020 financial statement states a revenue shortfall of ~\$25,000 mostly due to not drawing from reserves and loss of membership/service revenue. Expenses were reduced by ~\$58,000 mostly in staffing costs due to layoffs.  
Anna moves the library purchase \$1300 in board games from Mission Fun and Games to be reimbursed by the Friends of VPL, Richard seconds. Carried.  
Anna moves the library approve the purchase of the Johnson Control fire panel upgrades for \$4,015. Alva seconds. Carried.
7. **Friends of VPL:** Friends require a new board rep with Yuliya's resignation. They are down to 6 members with the resignation of Barb Schmidt as well. Friends recently approved the purchase of \$1300 in board games at their December meeting. Current funds will need to last until 2023.

- 8. Committee Assignments:** Policy: Richard, Justin. Plan of Service: Joan, Alva, Justin. Finance: Anna, Alva. Personnel: Anna, Richard, Joan, Brad. Alva motions the adoption of the reports as presented. Anna Seconds. Carried.
- 9. RIFS Proposal:** A local committee with the aim of reducing the impact of financial strain in Vermilion offered a \$2,500 grant to the library on the terms that they offer free printing services and workshops on employment skills. The policy committee will review liabilities on this issue. A community member who was on our needs assessment panel made the recommendation. Richard moves the board approve the RIFS proposal as presented. Anna Seconds. Carried.
- 10. 2020 Annual Report Draft:** A draft copy of the 2020 report was shared. It will need to be reviewed and approved at the February meeting before submission to Municipal Affairs.
- 11. MOST Grant:** The Town of Vermilion will be pursuing a MOST grant from the province to address costs related to COVID. Areas that qualify include videoconferencing equipment, pandemic related supplies and losses of revenue. Board recommends the manager draw up a list of assets that would help us in 2021. To be reviewed at the next board meeting.
- 12. Adjournment:** Justin moves to adjourn at 8:40pm  
**Next Meeting:** February 24th, 2021 @ 7:00pm

  
Justin Thompson (Mar 4, 2021 12:35 MST)

# 20210127 minutes

Final Audit Report

2021-03-04

Created:	2021-03-02
By:	Stuart Pauls (librarian@vplibrary.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAz4bT6LOYIIZQZUbSNkWa6QLvSX_xGcft

## "20210127 minutes" History



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2021-03-02 - 9:53:27 PM GMT- IP address: 162.246.158.243



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