

MINUTES of Town of Vermilion Library Board

May 26th, 2021 @ 7pm, held remotely

1. **Call to order:** A business meeting of the library board was called to order at 7:00pm held remotely, Justin chairing.

Members in attendance: Justin Thompson, Brad Gallamore, Stuart Pauls, Djesihre Rippel, Richard Yaceyko **Regrets:** Anna Giesbrecht, Alva Andersen

2. **Agenda:** Richard moves the adoption of the agenda. Djesihre Seconds. Carried.
3. **Minutes:** Djesihre moves the adoption of the April 28, 2021 minutes as circulated. Brad Seconds. Carried.
4. **Chairperson:** The province announced a path to re-opening on May 26. NLLS conference is tomorrow. The next NLLS board meeting will be May 29. Correspondence was sent to Public Library Services Branch to notify them of our service plan delays.
5. **Manager:** Stuart reviewed facility inspection notes, etransfers procedures, and updates on the board game project which should be ready mid-June. Two upcoming library programs include a Father's Day Storytime & Summer reading program begins July 5.
6. **Treasurer:** Manager reviewed the treasurer's report and financial statement. Manager and treasurer will explore external bookkeeping opportunities.
7. **Friends of VPL:** Did not meet. Manager provided the AGLC approved purchase list and note issues with accessing Friends of VPL minutes.
8. **Committees**

8.1 **Plan of Service:** Jessie Morris from NLLS will facilitate our service plan discussion.

Since the library does not have cashflow concerns in getting the library operating grant right away, not reaching the deadline for submission is not a concern. Brad moves that the board wait until in person meetings are permitted for a service plan retreat as allowed by provincial health measures. Richard seconds. Carried.

8.2 **Finance:** Did not meet

8.3 **Personnel:** Did not meet. Richard will confer with Jessie Morris on additional resources if needed. Brad, Anna, Djesihre and Richard plan for the manager review in June.

8.4 **Policy:** Did not meet, needs to review manager's revised financial routine.

Richard moves the adoption of the reports as submitted. Djesihre seconds.

9. Advocacy Committee: A sample terms of reference was reviewed. The committee will modify this document to suit its need at their next meeting. Committee members are Justin, Brad and another member to be determined. Richard recommends a resident of the county be appointed to this committee.

10. Re-opening: Upon step 1, nothing changes for the library, we remain closed with curbside pickup only. For Step 2, a new hazard assessment and review of sector guidelines will be required and motion to reopen with the limited-service model. On step 3 the same steps again and a motion to reopen with standard hours, if permitted by health measures.

11. Adjourned: Justin moves to adjourn at 830pm

12. Next Meeting June 30th, 2021 @ 7pm

Minutes Approved June 30th 2021

Board Chairperson:


J Thompson (Jul 2, 2021 14:37 MDT)

20210526 minutes

Final Audit Report

2021-07-02

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