



**MINUTES of Town of Vermilion Library Board  
February 23, 2022 @ 7pm**

**1. Call to order:** A regular meeting of the Town of Vermilion Library Board was called to order at 7:05pm at the Vermilion Library, Justin Thompson chairing.

**Members in attendance:** Justin Thompson, Alva Andersen, Anna Giesbrecht, Maxine Hancock, Kirby Whitlock, Richard Yaceyko, Joan Mudryk, Josh Rayment, Stuart Pauls. Regrets: Djesihre Rippeel, Brad Gallamore.

**2. Agenda:** *Anna requests that item 7 annual report be added to the agenda. Kirby moves the adoption of the agenda as amended. Anna seconds. Carried.*

**3. Minutes:** *Alva suggested a correction on meeting attendees. Anna moves the adoption of the January minutes as amended. Alva seconds. Carried.*

**4. Reports**

**4.1 Chair Report:** Province announced changes in covid protocol mid month. Changes include new mask exemptions, and elimination the following: capacity restrictions, physical distancing, and prohibitions on food and drink consumption. More restrictions expected to be lifted March 1. Advocacy and finance committees met. Northern Lights Library System conference is May 26-27. NLLS will present to town council on April 19<sup>th</sup> @ 7:15pm.

**4.2 Manager Report:** Library recruited 2 new staff members. Some essential networking equipment unexpectedly failed which the library is responsible for. There was an emergency closure in February due to a power outage. Manager recommends that the board purchase a new networking switch as recommended by Northern Lights Library System and revise the service rates for printing to first 15 black and white pages free and 10 cents a page thereafter.

*Anna moves that the library purchase the network switch for \$1,550 as recommended by staff. Kirby seconds. Carried*

*Anna moves that the library revise service rates for printing to first 15 black and white pages free and 10 cents a page thereafter. Kirby Seconds. Carried.*

*Anna moves that the board request town council approve the use of \$1,550 from equipment reserves to purchase networking hardware. Josh seconds. Carried*

**4.3 Treasurer Report:** Treasurer reported the January financial statement. Although revenue was collected in January it will be reflected in the February **statement due to town's year end bookkeeping processes.**

**4.4. NLLS Board:** Next NLLS Board meeting is March 4. Meetings are open the public but you need to request a zoom link.

# VERMILION

 **Public Library**

**4.5 Advocacy Committee:** The committee presented to County Council on Feb 16<sup>th</sup>. Committee requested 30% of our operating deficit be funded by the county, or ~\$90,000. Board awaits a response from the county and will report once it is given.

**4.6 Finance Committee:** Committee recommended that the library purchase a laptop, digital signage funded by equipment reserves and to move the one-time county funding of \$8,625 to library contingency reserves.

Josh moves that board approve the purchase of a laptop and digital signage for \$2,540 as recommended by the finance committee to be funded by a request from equipment reserves. Richard seconds. Carried.

**9. Fundraising:** Resolved that an in-person brainstorming session be held in March preferably on a Sunday afternoon to review possible funding sources. Manager to send a doodle poll.

**10. Annual Report:** Anna recommends amending the draft 2021 annual report to add accomplishments. Justin and Maxine recommended highlighting that we reached our targets on budget and held engaging programs through the year. Report is now published on [vplibrary.ca/about-us](http://vplibrary.ca/about-us). Advocacy committee to develop a glossy report for marketing purposes.

Anna moves the adoption of the annual report as amended. Kirby seconds.

**11. Adjournment:** *Justin moves to adjourn at 8:57pm*

**Next Meeting:** March 30, 2022 @ 7:00pm

Approved: March 29, 2022

Board Chair: \_\_\_\_\_

