

Pinawa Public Library Board
January 16, 2020

Present: M Luke, A Quinn, M Tiede, H Parcey, T McMahon, B McCamis, , L Bernardin
Absent: G Smith

Meeting called to order at 9:35 am.

1. Minutes of November 21, 2019 meeting:
 - a. A Quinn moved to accept the minutes from the November 21, 2019 PPL meeting.
2. Review of Actions from previous meetings:

There were no Actions to review from previous meetings.

3. Operations Report: L Bernardin/H Parcey
 - a. Operations report for November/December 2019 was reviewed and discussed.
 - b. Child Abuse Checks for new volunteers of the PPL on both the regular schedule and spare list are completed. The Checks for the Sunday volunteer list are in progress.
 - c. The application deadline for the Canada Summer Jobs grant is not yet available.

ACTION: A Quinn will continue to monitor the Government of Canada website to check the status of the Canada Summer Jobs Grant.

4. Librarian's Report: L Bernardin
 - a. The library continues to experience technical issues since the switch from Windows 7 to Windows 10.
 - b. The new Keurig coffee maker is set up and in use at the library. Fair Trade Organic coffee and recyclable coffee cups are being used.
 - c. The school custodians cleaned the library carpets over the Christmas break.
 - d. Series tags have been created for the more popular series.
 - e. We had a donation to the PPL from a resident of Inverness Falls as a Christmas gift to her two friends who are new members to the PPL and appreciate its services. The donor also sent acknowledgement cards which we forwarded to her friends.
5. Treasurer's Report: B McCamis
 - a. The PPL Financial Report was reviewed and discussed.
6. Junior Book Selection: N O'Connor's report by L Bernardin

- a. The Grassroots donation from summer 2019 was spent primarily on new board and picture books, cupboards and a rug.
- b. Grassroots sponsored their annual story time over the Christmas season.
- c. A new teen nonfiction section has been introduced with books from the PPL current collection. Expansion of this section will be encouraged with cooperation of the Pinawa Secondary School.
- d. N O'Connor is working on an author visit during Canadian Children's book week (May 2-9, 2020).
- e. Plans are starting for the summer reading program.
- f. Discussion on ideas to show appreciation of Grassroots ongoing sponsorship and support. There was discussion on a donor sign (annual poster). This discussion was tabled until the next meeting.

ACTION: M Luke to call Arlene Davidson at the Lac du Bonnet Clipper to discuss a possible newspaper article outlining the Grassroots support received by PPL.

7. Adult Book Selection: M Luke

- a. There are now four persons on the Adult Book Selection Committee.
- b. The Committee will try to change the timing of when the orders are submitted so invoices are submitted and paid within the fiscal year.

8. Presentations

- a. Peter Taylor is willing to do a presentation on his recent trip to Patagonia.

9. Other Business

- a. **Draft Budget:** The draft budget was presented by B McCamis. Discussion was held on possible budget changes. They included: STEM proposal by N O'Connor, Grant applications and possible upcoming projects.

ACTION: M Luke to request an increase in the funding transfer the PPL receives from the LGD.

ACTION: B McCamis is to forward revised draft budget, with changes as discussed, to all PPL board members before the February 20, 2020 meeting.

- b. **Staff Safety:** Volunteers have been very helpful and cooperative in staying to the end of their shifts so no PPL staff is left working alone. There was also renewed discussion on viability of installing a security camera in the Community Centre.

ACTION: H Parcey will contact the LGD Administrator and PSS Superintendent to discuss PPL staff and PSS student safety concerns within the Pinawa Community Centre.

- c. Indigenous section in PPL. Discussion on the possibility of creating an Indigenous section within the PPL. Ideas were offered and discussion was tabled to the February 20, 2020 meeting.

ACTION: T McMahon to supply a list of websites where books on indigenous affairs, authors, artists, novels etc are available for purchase.

ACTION: M Luke to contact Youth in Philanthropy group to request information from them on what types of projects would spark their interest in terms of support and funding.

d. February Winter Arts Festival was discussed. The festival plans move forward. The PPL literary contribution to the Festival is four authors who will speak at the PPL. Three of those four authors will also have a book sales table set up In the Community Centre gymnasium or in the hall foyer.

e. PPL Policies and Procedures. M Luke emailed the current P&P to all board members. Discussion on the revision and updating of the P&Ps was tabled to the February 20, 2020 meeting.

ACTION: Pinawa Public Library board to review the Contents section of the PPL Polices and Procedures manual and prepare to discuss possible changes to the format and content at the February 20, 2020 meeting.

10. Next meeting: Thursday, February 20, 2020 at the Library.

11. Adjourn meeting: 11:05 a.m.