



## **NWLF BOARD MEETING**

Wednesday, November 4, 2020

*via Zoom*

### **MINUTES**

#### **Attending:**

Dee McRae (Board, Houston)  
Wally Bergen (Board, Smithers)  
Patti Chapman (Board, Terrace)  
Braunwyn Henwood (Board, Hazelton)  
Anna Graeme (Board, Kitimat)  
Cary Dalton (Board, Prince Rupert)  
Patricia Lynn (Board, Stewart)  
Brian Butler (LDAG, Hazelton)  
Wendy Wright (LDAG, Smithers)  
Anna Babluck (NWLF)

**Regrets:** None

*Meeting called to order: 7:02 p.m.*

#### **1. Approval of the Agenda**

Wally moved to approve the agenda as presented.

Patricia seconded                      Carried

#### **2. Adoption of the Minutes**

Patti moved to approve the minutes of May 6, 2020 and the email motions of May 19, 2020 as presented.

Anna Graeme seconded                      Carried

#### **3. Treasurer's Report**

Patti reviewed the Balance Sheet and Profit & Loss vs Budget Reports.

Cary moved to accept the Treasurer's Report as presented.

Wally seconded                                      Carried

#### **4. Strategic Plan Update**

Anna presented a written Strategic Plan update.

Patti moved to accept the Strategic Plan Update as presented.

Patricia seconded                                      Carried

**5. Director's Report**

Anna gave a verbal update on the written director's report that was submitted.

Patricia moved to accept the director's report as presented.

Wally seconded

Carried

**6. Libraries Branch Report**

Anna presented the highlights of the written Libraries Branch report submitted by Denise McGeachy.

Patti moved to accept the Libraries Branch Report as presented.

Anna Graeme seconded

Carried

**7. Old Business**

N/A

**8. New Business**

a) Policy Manual Revisions

Patti moved to adopt the revised Policy Manual as presented.

Cary seconded

Carried

b) Strategic Plan Update for 2021

Patti moved to approve updated Strategic Plan as presented.

Patricia seconded

Carried

c) 2021 Budget

Wally moved to approve 2021 Budget as presented.

Cary seconded

Carried

d) Term Deposit Renewal

Patricia moved to renew the 3 year harvest term deposit with Northern Savings Credit Union in the amount of \$15,000.

Wally seconded

Carried

**9. Libraries Roundtable**

Hazelton, Houston, Kitimat, Prince Rupert, Smithers and Terrace submitted written roundtable reports. Stewart gave a verbal report, as follows:

- Open M, W, F, S to one family at a time; T, Th open for computer appts
- Running a distanced BINGO program
- Recreation Library has been busy
- Book club is meeting at the arena – People from Hyder are Zoomed in
- Working on their 2021 budget
- Working on their annual Christmas tree fundraiser and trying to adapt it for covid requirements

Multiple Boards will have several new members in 2021. Anna will see about arranging some orientation training for the region through BCLTA.

**10. Adjournment: 7:59 p.m.**

**Board Motion by Email: March 9, 2021**

**Voted:** Braunwyn Henwood, Patti Chapman, Christine Tessier, Joanna Sluyter, Patricia Lynn, Robin Vander Heide

**No Response:** Cary Dalton

Patricia Lynn moved to reduce the Federation Director's position from 15 hours per week to 10 hours per week for a 6-month trial period beginning April 1, 2021.

Joanna Sluyter seconded

Carried

Anna will be required to check in with the Board at 3 months to discuss whether the reduction in hours is working to the benefit of all parties.