



**Minutes of a meeting of the Board of Directors, the North Central Library Federation
held Sunday, October 20, 2019 beginning at 3:00 pm
in Room 208, the Prince George Conference and Civic Centre**

Present: Dave Christie (Fraser Lake Public Library) - Chairperson
Jennifer Petersen (Alternate - Burns Lake Public Library)
Wanda Davis (Cariboo Regional District Library)
Maxime Evans (Fort St. James Public Library)
Muriel McNeill (Granisle Public Library)
Crystal Taugher (McBride & District Public Library)
Erin Wyllie (Mackenzie Public Library)
Alan Idiens (Prince George Public Library)
Darryl Polyk (Valemount Public Library)
Kari Ephron (Vanderhoof Public Library)

Also Present: Wendy Howe (Alternate - McBride & District Public Library)

Also Present: Monika Willner (Burns Lake Public Library)
Karli Fisher (Fort St James Public Library)
Audrey Fennema (Fraser Lake Public Library)
Lisa Rees (Granisle Public Library)
Naomi Balla-Boudreau (McBride & District Public Library)
Camille Ginnever (Mackenzie Public Library)
Paul Burry (Acting Chief Librarian - Prince George Public Library)
Wendy Cinnamon (Valemount Public Library)
Jennifer Barg (Vanderhoof Public Library)
Edel Toner-Rogala (Federation Manager and Secretary to the Board)

The Chairperson called the meeting to order at 3:00 pm as everyone expected to attend the meeting was present. He acknowledged that the meeting was being held on the traditional territory of the Lheidli T'enneh First Nation.

1. Approval of the Agenda

MOVED by Darryl Polyk

“That the agenda be approved as circulated.”

Seconded by Erin Wyllie

CARRIED

2. Minutes of the June 2, 2019 Meeting

MOVED by Muriel McNeill

“That the minutes of the meeting held June 2, 2019 be approved as circulated.”

Seconded by Crystal Taugher

CARRIED

3. Report of the Chairperson

a. Draft NCLF Strategic Plan – 2020-2022

The Board Chairperson asked that board members review the document, sharing it with their home boards if possible, and then sharing their feedback with the federation manager.

The feedback will then be compiled, and the document amended as necessary. It will be sent out prior to a videoconference board meeting to be held approximately 35 days from today’s meeting.

4. Financial Report

a. 2019 Year-to-Date Financial Statements/Draft Budget 2020

The federation manager provided an overview of the Budget-to-Actuals to the end of August 2019 and walked the Board through the draft 2020 Budget. She noted that the Librarians Advisory Group would be reviewing the budget draft at its meeting on October 21.

The Chairperson asked that board members review the document and provide any feedback to the manager prior to the videoconference meeting. That will be added to the feedback from the Librarians Advisory Group and a final draft will be circulated along with the final draft of the Strategic Plan for 2020-2022. The Board will vote on both final drafts at its meeting in November.

5. Manager’s Activity Report

The Manager reviewed her activity report for the period June through September 2019. There was a discussion regarding the manager assuming the bookkeeping duties effective November 1. The Chairperson noted that the Chairperson, Vice-Chairperson and Treasurer had met with the manager prior to the board

meeting to discuss this and the possible impact it might have on her other federation responsibilities. It had been agreed that there would be a review, prior to the next NCLF Board meeting, to evaluate how things had gone.

6. Libraries Branch Update

There was no new information to report.

7. New Business

There was no new business.

8. Around the Federation – Updates and Events of Note from Member Libraries

Board members reported on behalf of their library.

The Chairperson also acknowledged that Alan Idiens would be stepping down from his position as Treasurer at the federation’s Spring 2020 AGM, as he has announced that he would be leaving the Prince George Public Library Board at the end of December.

9. Next Meeting

The next meeting of the Board of the NCLF will be held by videoconference within 35 days of the October 20 Board meeting. The next in-person meeting of the NCLF Board will be held in Prince George on April 25, 2020. Specific time and meeting venue to be determined.

10. Adjournment

MOVED by Wanda Davis “That the meeting be adjourned.”
Seconded by Maxime Evans

CARRIED

The meeting adjourned at 4:15 pm.