



**Minutes of a Meeting of the Board of Directors, the North Central Library Federation
held Thursday, April 29, 2021 via video conference beginning at 7:00pm**

Present: Darryl Polyk (Valemount Public Library) - Chairperson
Jo Fiske (Fraser Lake Public Library) - Treasurer
Paul Davidson (Burns Lake Public Library
Wanda Davis (Cariboo Regional District Library)
Maxime Evans (Fort St. James Public Library)
Crystal Taugher (McBride and District Public Library)
Kari Ephrom (Vanderhoof Public Library)

Also Present: Tim Hanley (Fort St. James Public Library – Alternate)

Regrets: Lora Hunsaker (Granisle Public Library)
Arlene Stevens (Prince George Public Library)

Also in Attendance: Karli Fisher (Library Director - Fort St. James Public Library)
Audrey Fennema (Library Director – Fraser Lake Public Library)
Lisa Rees (Library Director – Granisle Public Library)
Alice Pek (Acting Library Director – Mackenzie Public Library)
Edel Toner-Rogala (Federation Manager and Secretary to the Board)

The Chairperson called the meeting to order at 7:02 pm.

The Chairperson offered the following territorial acknowledgement: “We are coming together from throughout BC on the territories of Indigenous peoples whose historic relationship with the land continues to this day, and as such we recognize the inherent Indigenous rights on this land, the implementation in BC of the United Nations Declaration on the Rights of Indigenous Peoples, and support for the 94 calls to action from the Truth and Reconciliation Commission.”

A round of introductions followed.

1. Approval of the Agenda

MOVED by Crystal Taugher/Seconded by Paul Davidson

“That the agenda be adopted as circulated.”

CARRIED

2. Minutes of the Minutes of the December 14, 2020 Meeting

MOVED by Wanda Davis/ Seconded by Maxime Evans

“That the minutes of the meeting held December 14, 2020 be approved as circulated.”

CARRIED

3. Report of the NCLF Manager

a. Activity Report to March 31, 2021

The Manager highlighted the success of the NCLF Overdrive Advantage Collection – with over 1,800 circulations in the first three months of service.

b. Recommendation from the Librarians Advisory Group re: NCLF Support for Children’s Summer Programs in 2021

Again, this summer COVID-19 restrictions mean that the Children’s Performer Tour which supports Summer Reading Club activities at member libraries will not be moving ahead. As the tour for 2020 was also cancelled, we have moved the 2020 performer to 2022 and the 2021 performer to 2023. Down payments made to secure both performers have been applied to the year in which they will perform, and updated contracts have been signed.

Member libraries are gearing up to offer supplemental activities designed to encourage children to participate in Summer Reading Club 2021 beyond the online program. This is particularly important for those children without access to the devices and/or the Internet connection needed to participate online.

There are additional staff and materials costs associated with supplemental activities – costs for which member libraries must find funds to support.

As the NCLF has budgeted \$9,000 in 2021 to support Summer Reading Club which will not now be required to pay for a performer, the Librarians Advisory Group is recommending that the Board approve distributing those funds to member libraries in 2021 to be used for children’s programming this summer.

MOVED by Paul Davidson/Seconded by Jo Fiske

That the NCLF Board reallocate the \$9,000 included in the Federation’s 2021 budget, for children’s programming to cover the cost of a Children’s Performer Tour during the summer of 2021, to member libraries; the amount be equally divided among the 10 member libraries with the understanding that it be used for summer programming for children in 2021.

CARRIED

4. Report of the Chair

The Chairperson noted that federation operations continue to work smoothly. He mentioned that the position of Board Vice-Chairperson continues to remain vacant.

5. Financial Reports

a. Financial Statements – Income Statement and Balance Sheet to December 31, 2020

The NCLF Treasurer, Jo Fiske, presented the 2020 Financial Statements.

MOVED by Jo Fiske/Seconded by Maxime Evans

“That the Income Statement and Balance Sheet to December 31, 2020 be approved as presented.”

CARRIED

b. 2020 Statement of Financial Information

MOVED by Maxime Evans/ Seconded by Wand Davis

“That the NCLF 2020 Statement of Financial Information be approved as presented.”

CARRIED

c. First Quarter 2021 Budget-to-Actuals and Balance Sheet

The Manager reviewed the Budget-to-Actuals and Balance Sheet for the first quarter of 2021. An error was noted in the Balance Sheet. The Total Current Liabilities should have been the same as the amount for Total Liabilities - \$12,687.73. The Manager explained that the error had arisen when transferring the numbers from the statement produced in SAGE to the format preferred by the Board.

MOVED by Jo Fiske/ Seconded by Paul Davidson

“That the First Quarter 2021 Budget-to-Actuals and Balance be accepted as corrected.”

CARRIED

6. New Business

a. Election of the Executive – Chairperson, Vice-Chairperson and Treasurer

The Manager conducted the election for the Chairperson.

Jo Fiske nominated Darryl Polyk for the position of Chairperson and that was seconded by Wanda Davis. The nomination was accepted. As there were no other nominations, Darryl Polyk was acclaimed Chairperson.

The Chairperson resumed the Chair.

The Chairperson called for nominations for the position of Vice-Chair. Several names were put forward however, the nominations were not accepted. Election of a Vice-Chair will be revisited at the next Board meeting.

Darryl Polyk nominated Jo-Anne Fiske the position of Treasurer and that was seconded by Maxime Evans. The nomination was accepted. As there were no other nominations, Jo-Anne Fiske was acclaimed Treasurer.

b. Motion to Appoint Signing Officers

The current signing officers for the federation are Darryl Polyk, Paul Burry, Audrey Fennema and Edel Toner-Rogala. A motion to appoint signing officers was not required as no changes in signing officers is required.

7. Around the Federation – Updates and Events of Note from Board Members

Board members reported on behalf of their libraries.

8. Next Meeting

The next meeting of the NCLF Board was set for Thursday, October 21 via video conference or at the call of the Chairperson should an in-person meeting be possible by the fall.

9. Adjournment

There was no further business, the meeting adjourned at 8:03 pm.