

**Prince Rupert Public Library  
Library Board Meeting**

Jan. 9 2019

Present: Nick Adey (NA), Cary Dalton (CD), Devlin Fernandes (DF), Glenn Groulx (GG), Chelsea Keays (CK), Stephanie Lysyk (SL), Brent Patriquin (BP), Dale White (DW), Andrea Wilmot (AW), Joe Zelwietro (JZ- Library Director)

Regrets: none

Meeting commenced at 7:05 pm.

- Motion to pass agenda and Dec 2018 Library Board meeting minutes by AW, seconded by NA, passed.
- Committee updates
  - Strategic Planning: review of already completed work, including meeting with the library staff and timeline planning. The next meeting date is 7pm on January 16 at the Library.
  - Fundraising/Grants: a change in the library's fee schedule re: Multipurpose Room rentals. Motion to accept the following changes by CK, seconded by DW, passed. The Prince Rupert Library will make the following changes to the fee schedule: The rate for government and commercial groups will be \$120/full day (between 4 hrs and 8 hrs) and \$70/half day (4 hrs or less). As well there is now a 24 hour cancellation notice fee. This means that if a party (gov't or commercial or non-profit) cancels a booking within 24 hours of the event, the party will be charged the rate quoted to that party. If a cancellation is made more than 24 hours prior to the event, the /party will not be charged.
  - City Relationship:
    - The library board wishes that the library values align with the City of Prince Rupert's values. Following this JZ has placed the Employee manual part of the City's Policies and Procedures into the City Relationship file for trustees to view and decide which parts should be incorporated into the Prince Rupert Library Policies.
    - SL will speak with a representative of the Shoop Group Consulting firm to see if someone will do some consulting with the Library Board.
  - Chief Librarian Evaluation: Discussion of when to evaluate the CL and what precisely will be evaluated. Result of discussion is that the CL Evaluation committee will meet again and work out some details.
- Discussion about potential library policy re: patrons' body odour complaints. There isn't a present policy this matter and the board has left the decision to remove patrons from the library to the discretion of the Library Director.

Meeting Adjourned at 8:20 pm. Next Library Board meeting at 7pm (February 13, 2019).  
Next Strategic Planning committee meeting is: 7pm January 16 @ the Library