

**Prince Rupert Public Library  
Library Board Meeting**

March 13, 2019

Present: Glenn Groulx (GG), Chelsea Keays (CK), Stephanie Lysyk (SL), Dale White (DW), Andrea Wilmot (AW), Joe Zelwietro (JZ-Library Director)

Regrets:

Meeting commenced at 7:05 pm.

- Motion to accept agenda with one change. The change is an addition of an item by GG. Motion by AW, seconded by CK, passed.
- Notice from GG, GG will be stepping down as Library Board chairperson effective now, GG will remain on the Board. Next election date for Board chairperson and vice-chairperson will be on April 10, the date of the Library Annual General Meeting.
- Discussion about the next set of trustees who will be expiring in June. There is some date confusion re: BP's latest appointment date and expiry. City staff is looking into the matter and will report back to JZ.
- City staff directed to start advertising for new Library trustee to fill the position vacated by the resignation of Devlin Fernandes.
- AW will make final revisions on survey in the next few days, JZ will then distribute it to all Board members, Friends of Library and staff for completion and then the strategic planning committee will review completed results on the March 28 meeting.
- Discussion about the library sending tax receipts to donors. The library's tax receipt policy is changing slightly, Previously, JZ only sent tax receipts to donors who've donated \$25 or more. From March 18 until further notice, we will :
  - Automatically give tax receipts for donations greater than \$25 and only give out tax receipts for donations under \$25 IF the donor explicitly requests a tax receipt.
- Discussion about new MPR rental policy regarding commercial and government renters. There has been a clarification in the policy. There will be a detailed list of the charges on an hourly basis to prevent ambiguity. The prices are the same as the Board passed them last month.

Meeting Adjourned at 8:20 pm.

Next Meetings:

On **Thursday March 28 at 7pm** here at the Library for all trustees interested in the Strategic Planning committee.

Next full Library Board meeting is on **Wednesday April 10, 2019 at 7pm**. This is a two part meeting, the first part is the Library's AGM and the second is the regular April Meeting.