

BIBLIOTHÈQUE RÉGIONALE JOLYS REGIONAL LIBRARY

November 2, 2020 – 7:30 pm / St. Pierre-Jolys

APPROVED - Minutes

Present: Heidi Gosselin *Via Facetime* (President)
Nicole Grégoire (Head Librarian and Secretary)
Paule Péloquin (Village de St-Pierre-Jolys Council representative)
Bruno Hébert *for Gabriel Tetrault* (RM DeSalaberry Council representative)

VACANT (Vice President and Village of St-Pierre-Jolys representative)

Regrets: Gabriel Tetrault (RM DeSalaberry Council representative)

Motions:

<u>Péloquin - Hébert</u>	Motion	to start the meeting at 7:26 pm
	Carried.	
<u>Hébert - Péloquin</u>	Motion	to approve the agenda
	Carried.	
<u>Gosselin - Péloquin</u>	Motion	to approve minutes from September 2, 2020
	Carried.	
<u>Hébert - Péloquin</u>	Motion	to accept the financial statements as presented
	Carried.	
<u>Péloquin - Hébert</u>	Motion	to accept bill payments as presented
	Carried.	
<u>Péloquin - Gosselin</u>	Motion	to accept the Head Librarian Report as presented
	Carried.	
<u>Gosselin - Péloquin</u>	Motion	that the Head Librarian may adjust both the administrative hours and operational hours during the Covid-19 Pandemic Provincial Code Orange
	Carried.	

<u>Péloquin - Gosselin</u>	Motion Carried.	To cancel the 2020 Annual General Meeting due to Covid-19
<u>Grégoire - Gosselin</u>	Motion Carried.	to adjourn the meeting at 8:43 pm

Updates / new business

1. Financial Statements Presented
2. Bill Payment Presented
3. Head librarian report Presented
 - *Flex time reviewed and approved*
4. 2021 Budget Presented
 - *Head Librarian to send a reminder letter for the 2021 rate to the Village de St-Pierre-Jolys and the RM of DeSalaberry*
 - *Board members to meet in-camera do review and discuss 2021 Budget and wages*
5. Code Orange in Schools (RRVSD)
 - *Discussed how the Code Orange affect both the St-Malo and St-Pierre Branches*
 - *Discussed possible alternative hours of operation and staffing issues*
 - *Board voiced concerns for the safety of staff if we were to open on Friday nights*
 - *Head Librarian to supply Board with plan in regards to alternative operational hours and employee schedules*
6. Find new Board Member
 - *Board members discussed possible candidates*
 - *Paule Péloquin to finalize prior to the next board meeting*
 - *Head Librarian to send possible candidate list to Paule Péloquin*

7. Operational Reserve

- *Discussed future project*
- *Head Librarian to contact accountants to see what steps must be taken to set up an operational reserve and possible tax implications*
- *Board agrees that although we are all in favor of improving the St-Malo Library Branch, that the timing is not right due to Covid-19 and the pressures on the School*
- *Head Librarian to get quotes for a Circulation Desk*
- *Paule Péloquin to get quotes on an Art Display*
- *Head Librarian to find grants for Accessible Doors*

8. 2020 AGM

- *Board discussed the difficulty of hosting an AGM during the Covid-19 Pandemic*
- *Head Librarian to ensure that the 2019 Financial Statements and Annual Report are available to the public upon request*

9. Other

- *CreativeBug (online craft subscription) - Head Librarian to get a breakdown of the cost and email to the Board.*

Tabled to next meeting:

- Establishing Operational Reserve

Date for next meeting: Monday, December 7, 2020 at 6:00 pm (St-Pierre Library Branch)