

MINUTES

WEST LINCOLN PUBLIC LIBRARY BOARD MEETING

Meeting #1: Friday, January 8, 2021 10am
Zoom

PRESENT:

Board:	Cheryl Ganann Judi Kelly Sue Langdon Pat Nelson Joan Packham Karen Parker Wendy Wilson
Staff:	Vanessa Holm, Library CEO

ABSENT: Julie Adams

CONFLICT OF INTEREST:

There were no disclosures of pecuniary interest or conflicts of interest declared by any Members of the West Lincoln Public Library Board.

1. Review and acceptance of minutes of the December 11, 2020 regular meeting

Moved by Wendy Wilson and seconded by Cheryl Ganann:

That the minutes of the December 11, 2020 West Lincoln Public Library Board meeting be accepted as presented.

-Carried.

2. Library Business

a) Library Closure and COVID-19 Update

The CEO provided an update on the status of the Library Closure in relation to COVID-19. Items of discussion included but were not limited to:

-Discussion of the Province's shut-down and how it relates to West Lincoln Public Library; the Library will operate by curbside appointment only. So far, curbside has been extremely busy, with most appointment slots filled.

b) Super Conference Registration for OLBA members

The CEO provided a reminder that any Board members who would like to register for Super Conference should let her know.

c) Professional Development

The CEO provided a report submitted by Peggy Madsen outlining Library staff tuition reimbursement.

Moved by Sue Langdon and seconded by Pat Nelson:

-That Library staff be reimbursed half of their tuition expenses, as per Library Policy 2.4 Tuition Reimbursement.

-Carried.

3. Financial Matters

a) Budget Status Report

Library CEO presented the budget status report.

Moved by Karen Parker and seconded by Judi Kelly:

That the Budget Status Report, dated October 31, 2020, be received for information.

-Carried.

b) 2021 Draft Capital Budget

Moved by Karen Parker and seconded by Wendy Wilson:

That the 2021 draft Capital Budget be accepted as presented, and forwarded to the Finance Department.

-Carried.

4. Closed Session

a) Library staffing update

Moved by Cheryl Ganann and seconded by Pat Nelson:

That, the next portion of this meeting be closed to the public, at the time of 10:34am to consider the following pursuant to Section 239(2) of the Municipal Act 2001:

(a) CEO (Vanessa Holm)

Re: Personnel Matter – Library staffing update

Applicable closed session exemption(s):

-personal matters about an identifiable individual, including municipal or local board employees; and,

-labour relations or employee negotiations.

-Carried.

Moved by Cheryl Ganann and seconded by Pat Nelson:

That, this West Lincoln Public Library Board meeting does now resume in open session at the time of 11:01am.

- Carried.

5. CEO's Report – December 2020

Library CEO presented the December 2020 CEO's Report.

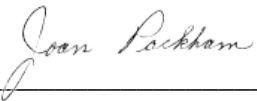
6. Correspondence

7. Set next meeting date – Feb 12, 2021 at 10am

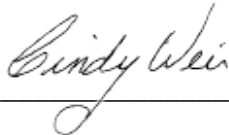
Meeting will take place via zoom, or in person, depending on developments from the Province and/or Public Health.

8. Adjournment

The Library Board meeting was adjourned at 11:12am.



JOAN PACKHAM, CHAIR



CINDY WEIR, CEO

CEO's Report – December 2020

Recorded Library Uses December 2020

E-books: 1391 check-outs

Circulation: 2246 loans

Social Media and Website:

Twitter

Impressions (times displayed for viewers)	5204
Engagement (any interaction with tweets)	67
Number of posts	19
Most Popular Tweet	LiNC is live

Facebook

People who saw content	10112
People clicking or engaging with content	579
Number of Posts	36
Most popular post	Ugly Christmas Sweater
Viewers over 1 minute (program attendance)	114

Instagram

Posts	20
Post interactions	159
Followers	699
Most popular post	Elf on the shelf

Website

Page views	2242
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WebEx Program Attendance	18
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In Person Program attendance/kit pickup: 120