

City of Beaumont Library Board  
Meeting on April 12, 2021 (7:00 p.m.)

1. Citizens Present – Dr. Margaret Law  
  
Board / Staff members present: Aruna Brennan, Bob Sleep, Dan Mclsaac, Martin Stout, Robert Robinson, Steven Clark  
Members Absent: Ariel Stanners, Honey Pell
2. Call to order by Aruna Brennan at 7:05 pm
3. Adoption of Agenda  
**MOTION** by Robert Robinson to approve the agenda – **CARRIED**
4. Approval of Minutes of March 8, 2021  
**MOTION** by Martin Stout to approve the minutes of March 8, 2021 – **CARRIED**
5. Special Presentation: Introduction to the organizational Review – Dr. Margaret Law  
  
Outcome of the review is to examine all BBL activities to ensure are integrated and support everything else. Focus will be on the operational level. During the process Dr. Law will examine policies, plan of service, and budget of the BBL. As part of the process, Dr. Law will meet in late May with each staff member. From this process she will determine what works well and what doesn't. How the BBL can be the most effective organization by bringing to our attention any items which need to be addressed with recommendations. At the end of her review Dr. Law will provide an awareness to where present activities are going affect us in the future as a library.  
Any questions or concerns board members can contact Dr. Law.
6. Librarian's Report – Laura  
On April 7, BBL had to close to the public again due to Covid-19 restrictions.  
Re-scheduling of staff to serve the public has been implemented.  
All on-line programs are continuing.  
The city is completing their yearly audit for 2020. Anticipate having the 2020 financial statement and auditor's report available for the board's approval in May.  
Library staffs are getting acquainted with the new electric library bike.  
Diversity audit nearly complete will present at next meeting.
7. Friends of the Library – Laura  
Due to Covid-19 the Friends fundraising activities are on hold.  
Laura asked to help to assist the Friends to investigate how other organizations are fundraising?

8. YRL Rob Robinson

YRL Board met on the 15<sup>th</sup> of March.

Plan of service for 2020 completed.

Conference to be held Friday Sept 22 to Sunday September 24<sup>th</sup>

Theme this year is "Stronger Together"

Review of the ALTA Board is completed by Dr. Law and will become public soon

8. Unfinished Business

- a) Laura brought the board up-to-date why the previous RFP did not get awarded. Laura consulted with the City and its lawyers to provide advice where to proceed. Decision was made to shut down the present RFP. Laura is to contact all participants about our decision.

9. New Business

- a) Laura presented the new RFP update.  
New RFP is to be issued with the construction documents to be left out and CIQS included in the document.  
Paul Suter from the City will assist us in the RFP.  
In Camera 7:34 motioned by Aruna  
Out of Camera 7:40 motioned by Rob  
Laura is to send to the Board the new charter after meeting with the City before proceeding with the new RFP.
- b) Casual Wage Merit Increase Proposal  
After discussion the issue the following around providing part time staff with merit increases due to excellent performance.  
Laura and Dr. Law will evaluate the introduction of a salary grid or other mechanism for merit-based rewards for casual staff in future years.  
**MOTION** by Martin Stout  
Recommend giving all casual staff a merit increase of 3% and COLA in 2021.  
**CARRIED**

9.0 Correspondence

No correspondence

10.0 Adjournment

**MOTION** by Aruna to adjourn at 8:25 p.m. **CARRIED**

At the next Meeting May 10, 2021, there will be a presentation by PLSB from 6:30 to 8:30 to Board and members of the City.

Board meeting is to be held after the presentation.