



**MINUTES OF THE
FLIN FLON LIBRARY BOARD OF DIRECTORS
DECEMBER 18, 2020 MEETING**

A regular meeting of the Flin Flon Library Board was held December 18, 2020 at 12:15 p.m. via Zoom.

QUORUM

Quorum was declared present based on the attendance of the following Board Members:

1. Bill Hanson, Chairperson
2. Becky Hyska, Vice-Chairperson
3. Tim Spencer, Secretary/Treasurer
4. Tim Babcock
5. Val Dixon
6. Kathryn Drapak
7. Judy Pettersen

The following Board Member was unable to attend:

1. Tammy Ballantyne

Staff present:

1. Elizabeth Andres, Library Administrator

PROCEEDINGS

1. The seventh meeting of 2020 was called to order by Chair Hanson at 12:15 p.m.
2. Acceptance of the agenda
MOTION: To accept the agenda as presented (Pettersen); seconded (Hyska); passed unanimously.
3. Acceptance of the previous meeting minutes
MOTION: Accept the November 24, 2020 meeting minutes as presented (Spencer); seconded (Hyska); passed unanimously.

CORRESPONDENCE

No correspondence was presented.

OLD BUSINESS

1. Board Motion re Purchase of Customer Services Computers/ Monitors and Staff Laptops/Monitors/Docking Stations (*for information only*)

2. Board Motion re Purchase of two workstations (*for information only*)
3. Board Motion re Application for additional \$20,000 CEBA funding (*for information only*)

NEW BUSINESS

1. After Andres presented a number of proposed changes to 2021 staffing FTE and wages, Board Members agreed to approve an increase in salary for all Library workers as well as an increase in hours for two workers. Further discussions on FTE will be held at the Flin Flon Library Board's 2021 strategic planning meeting.
MOTION: The proposed changes to 2021 staffing (with the exception of reductions in staff FTE) and wages as presented in Option #5 are approved by the Flin Flon Library Board and are to take effect January 1, 2021 (Babcock); seconded (Drapak); passed unanimously.
2. Andres presented the Proposed 2021 Budget. She explained how changes made to the budget would help clarify the different revenue streams (actual funding grants/levies, approved grant applications, and fundraising vs grants yet to be applied for).
MOTION: The 2021 Budget, as presented by the Library Administrator, is approved by the Flin Flon Library Board (Pettersen); seconded (Drapak); passed unanimously.
3. As Library workers have historically been underpaid and the COVID-19 Pandemic caused staff shortages which required workers to work extensive work hours above and beyond their normal scheduled hours, the Flin Flon Library Board agreed to use a portion of the unused wages budget (approximately \$10,000) to pay a COVID-19 bonus representing half the extra hours each worker worked during 2020.
MOTION: As the 2020 Budget (wages) has an excess of approximately \$10,000 due to COVID-19 related issues, the Flin Flon Library Board approves a one-time payment for each of the following members: Library Clerk - 123.50 hours - \$771.88; Inter-Library Loans Clerk - 81.25 hours - \$528.19; Assistant Administrator - 94.25 hours - \$848.34; Library Administrator - 211.25 hours - \$2,482.31 as payment representing half the extra hours each worker worked during 2020 (Pettersen); seconded (Hyska); passed unanimously.

REPORTS

No reports were presented.

NEXT BOARD MEETING DATE/TIME

The Library Administrator will work to set up a January 2021 Strategic Planning Session

ADJOURNMENT

The meeting was adjourned at 12:50 p.m.

Minutes submitted by Elizabeth Andres, Library Administrator