

**MINUTES of Town of Vermilion Library Board**  
**April 2nd 2020 @ 12pm at Vermilion Public Library**

1. **Call to order:** A regular meeting of the library board was called to order at 12:05pm, Richard chairing.  
**Members in attendance:** Richard Yaceyko, Yuliya Lundback, Justin Thompson, Alva Andersen, Stuart Pauls, Leanne Martin, Anna Giesbrecht. Regrets: Joan Mudryk
2. **Agenda:** Anna moves the adoption of the agenda as circulated. Alva seconds. Motion carried.
3. **Minutes:** Yuliya moves the adoption of the minutes as presented. Anna seconds. Motion carried.
4. **Reports**
  - 4.1 **Chairperson:** The town office and all recreation facilities are closed to the public. Council has not met to discuss economic impacts on budgets but identified the possibility that an interim budget will be passed.
  - 4.2 **Manager:** Stuart outlined the current status of the library and working arrangements. We are closed to the public, cannot loan material on site, and all late fees/overdues have been waived until May 15. We are temporarily offering free memberships. Two staff remain on site to fulfill minimum staff levels with the remaining 4 working off site.
  - 4.3 **NLLS Rep:** NLLS is investigating working offsite and layoff options that many other libraries are using. They are no longer providing van run service and have turned off the holds feature on Polaris.
5. **SWOT Analysis**
  - **Strengths:** Diverse staff skillsets, technology implementation, social media
  - **Weaknesses:** Board tech. skills, zoom meeting issues, small team, patron tech skills, convoluted eResources system.
  - **Opportunities:** Catch up on ongoing projects, inventory, showcase how essential we are especially with eresources, host online meetings
  - **Threats:** Failure to promote ourselves, staff illness/safety, reliance on network, legal issues

**6. Service Priorities:**

6.1 Staffing recommendations: Stuart recommends temporary layoffs for 50% of staff in 60 day rotations with the board paying for benefits for eligible staff while on leave.

Justin moves that the library board implement manager recommendations for staffing subject to a due diligence check with NLLS and town administration. Anna Seconds. Carried.

6.2 Current priorities: A major part of our plan of service is a comfortable facility. Justin recommends we focus on the relevant areas (Resources for leisure and personal topics of interest, Providing resources for lifelong learning, and preparing kids for kindergarten)

**7. Adjournment:** Richard moves to adjourn at 1:00pm.

**Next Meeting:** April 29<sup>th</sup> 2020 @ 7:00pm

*Richard Yaceyko*

[Richard Yaceyko \(Apr 30, 2020\)](#)

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Board Chair






# 20200402 minutes

Final Audit Report

2020-04-30

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